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BEXAR METRO

1980

Criminal Justice Plan

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BEXAR METROPOLITAN CRIMINAL JUSTICE COUNCIL

LEGAL-PROFESSIONAL BUILDING, 200 MAIN PLAZA

SAN ANTONIO, TEXAS 78205

TELEPHONE (512) 220-2619

1980 METROPOLITAN CRIMINAL JUSTICE PLAN

Material contained herein was compiled by the Bexar Metropolitan Planning Unit and approved by Bexar Metropolitan Criminal Justice Council in accordance with guidelines formulated by the Criminal Justice Division of the Governor's Office. The project used funds supplied by a grant from CJD and the Law Enforcement Assistance Administration of the United States Department of Justice. The grant was made to Bexar County with the City of San Antonio joining as applicant.

Multiyear Approval

LEAA has granted multiyear approval to major portions of the 1978 Criminal Justice Plan for Texas. In view of the general excellence of corresponding sections in 1979 local plans, CJD has decided it appropriate to extend this multiyear approval to Sections I, II, and III of each 1979 local criminal justice plan.

Sections I, II, and III of 1979 local plans, therefore, will be sufficient to provide the basis for Sections IV and V of 1980 plans. Consequently, Sections I, II, and III need not be submitted to CJD this year.

February 19, 1979

Publisher's Note: Metro. criminal justice plan 1979 was filmed as part of STX- 0046.

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MEMBERS OF THE EXECUTIVE COMMITTEE
BEXAR METROPOLITAN CRIMINAL JUSTICE COUNCIL

Chairman
Tom Stolhandske
Commissioner, Bexar County

Bill White
District Attorney, Bexar County

R. C. "Rudy" Garza
Sheriff, Bexar County

Daniel Webster
Mayor, City of Balcones Heights

John Steen
Councilman, City of San Antonio

Joe Webb
Councilman, City of San Antonio

Frank Wing
Councilman, City of San Antonio

ADVISORY COMMITTEE
BEXAR METROPOLITAN CRIMINAL JUSTICE COUNCIL

Chairman
Joe Frazier Brown
Attorney At Law

Vice-Chairman
E. E. Peters
Chief of Police, City of San Antonio

John Yates
Judge, 57th District Court

Gordon Armstrong
Asst. District Attorney, Bexar County

Fernando Arellano
Operation Services, San Antonio Parks
& Recreation Department

Leonard Hoyt
Police Chief, Alamo Heights

John Benavides
Judge, 187th District Court

Jim Stewart
Police Chief, Olmos Park

Tom Mosley
Principal, Roosevelt High School

Richard Moreno
Chief Juvenile Probation Officer
Bexar County

Ted Butler
Judge, 226th District Court

Ms. Ella Saine
Citizen Representative

Kent Miller
San Antonio Urban Council, Inc.

Mrs. Shirley Whyte
San Antonio Urban Council, Inc.

Reverend Anton Dykes
Minister

Rudolph C. Garza
Sheriff, Bexar County

Charles Barrera
Citizen Representative

Ray Olivarri
Administrator, Bexar County Jail

Tom Stolhandske
Commissioner, Bexar County

Charles W. Nail, Jr.
Chief Adult Probation Officer
Bexar County

Mrs. Rose Spector
Judge, County Court at Law No. 5

Harold Fiske
Inspector, SAPD

STAFF

Walter Brooks Director
Lucille Sanchez Assistant Director

SECTION IV.
INTEGRATED ANALYSIS AND MULTI-YEAR PLAN

CJD guidelines requested that Section IV include a listing of major resource gaps, and that each major resource gap be identified in terms of the planning area's demographic and socio-economic characteristics.

- 1) SAPD's ratio of officers to population is significantly below the national average for cities 500,000-1,000,000 in population.

Comment: From the standpoint of governmental revenue, San Antonio is a relatively "poor" city. This is borne out by the family income and poverty level statistics quoted in Section I. The high illegal alien population (estimated at 50,000) further strains the economy. The City has always had to stretch its financial resources as far as possible, resulting in "thin" services at nearly every point. For example, SAPD's standard practice is for officers to patrol in vehicles alone, contrary to the practice in many other cities. City Council imposed a freeze on recruiting of new policemen for more than two years. (It has since been lifted.) All of this has combined to bring about a low ratio of officers to population, which accents the need for use of technology to bring about optimum use of resources.

- 2) The Sheriff's manpower resources are spread thinly.

Comment: Bexar County is also a relatively "poor" county, from the standpoint of governmental revenue. The comments made above in regard to the economic situation also apply here. In addition, the County does not enjoy access to General Sales Tax revenue and to City Public Service Board payments as the City does. Its revenue resources are severely limited. All of this translates into "thin" manpower for the County's law enforcement arm.

- 3) Municipalities report a low ratio of officers to population (1.4 in one case).

Comment: As noted elsewhere in this report, Bexar County does not have any large suburban municipalities. The largest reports a population of only 14,500. Six others have population between 5,000 and 10,000. The rest have population of less than 5,000. It is known that some of these police forces are undermanned, because of the small revenue bases which the municipalities operate from.

- 4) Providing counsel for the defense of indigents is becoming a financial problem for Bexar County.

Comment: The low income level and relatively-high poverty level and the rising incidence of crime explain the ever-increasing cost of provision of free counsel for defense of indigents.

- 5) There is a need for additional District Courts and for an increase in the District Attorney's staff.

Comment: Again, this is a system problem. Requirements of the Speedy Trial Act imposed an additional burden on both the Courts and the District Attorney.

6) Average jail population during 1978 was 929 --- exceeding jail capacity of 910 (ongoing construction reduced jail capacity and upon completion capacity will be only 856). Overcrowding is a contributory factor in prisoner violence.

Comment: Again, this is a system problem. The peculiar construction of the Jail makes surveillance of cells extremely difficult, thus accentuating the personnel problem. The Jail Remodeling Program has provided a much better ratio of single cells and two-man cells. The Closed Circuit Television Surveillance System, funded by CJD, has improved prisoner control and protection for detention guards.

7) The Texas Commission on Jail Standards inspection in July, 1978 noted some deficiencies.

Comment: Same as above.

8) The need for earlier intervention with troubled children is one of the chief deficiencies in the juvenile delinquency prevention network.

Comment: It quickly becomes evident to those who work in the juvenile delinquency treatment area that the answer to juvenile delinquency must eventually come in the area of prevention and earlier intervention. Generally, the schools can detect anti-social behavior in a child at an early age, but most of them do not have the resources themselves to deal with the problem, nor do they have referral resources. Some have said that Texas Education Agency must be persuaded to attack the problem at the state level. Others say it should be a city or a county effort. It is obvious that the present piecemeal efforts are inadequate.

9) The area continues to have a deficiency in capacity for treatment and rehabilitation of heroin addicts.

Comment: Considerable validity is ascribed to the commonly-held opinion that Bexar County's high incidence of burglary and theft is traceable to the large number of heroin addicts living in the metropolitan area. Added to this are the geographic factors which make San Antonio a natural distribution point for narcotics smuggled into the United States from Mexico. It is probably realistic to assume that the large alien population (most of whom are Mexican nationals) is a factor in the narcotics distribution network, since these residents are under pressures which a legal resident does not face. Some say that the low income and high poverty levels prevalent in Bexar County are a factor in narcotics usage, but this cannot be proven.

CJD guidelines request a listing of "major system problems the planning area wishes to address". Budget constraints made it impossible for Bexar Metropolitan Criminal Justice Council to address all of the system problems identified previously. The following, which were analyzed in preceding pages, constitute the list of problems which the planning area will try to address in fiscal 1980.

1) The need for greater "police presence" in the City of San Antonio. Earlier comment has shown that SAPD's ratio of officers to population is significantly below the national average for cities of similar size. It is not possible to assess in an exact manner the relevance of these deficiencies to the crime rates, but it can be assumed that they have some impact. The project titled, "SAPD Reporting and Analysis of Patterns/Trends" will address this problem.

2) The necessity for decreasing the time interval from arrest to plea or trial in felony cases to comply with the Speedy Trial Act is obvious. The projects titled, "Expansion of District Attorney's Special Crimes Section" and "Annex Criminal District Courts for Bexar County" address this need.

3) The problem of Jail overcrowding and the deficiencies expressed in the Jail Commission Inspection Report will not contribute directly to reduction of crime in Bexar County. Nevertheless, they are serious system problems. They are addressed by the projects titled, "Medical Holding Unit for Alcoholics and Alcohol Abusers" and "Jail Education Program".

It should be pointed out that many past system problems have been met through CJD grant programs, and that continuation of some projects is requested in the 1980 Plan in order to prevent these problems from again becoming acute. In this category are the projects titled, "Automated Juvenile Records", "Metropolitan Organized Crime Control Unit", "District Attorney's Major Offense Bureau", and "SAPD Latent Supportive Unit".

GOALS

The following goals were recommended by the BMCJC Advisory Committee and referred to the Executive Committee, which accepted and approved them. The Goals are not ranked in any order of importance.

- 1) To continue specialized and intensified prosecution of cases involving "career" or repeater criminals.
- 2) To comply with the mandates of the Speedy Trial Act --- to be ready to go to trial in misdemeanor cases within 90 days of arrest or filing of charges, and within 120 days in felony cases.
- 3) To increase public participation in crime and delinquency prevention by 100 per cent by the end of 1980, using 1977 as a base, and including emphasis on school participation. Quantification is to have presentations made to 47,500 persons in 1980, compared to 23,736 in 1977.
- 4) To increase the capacity for treating heroin addicts by 10 per cent in 1980, using 1977 as a base. The 1980 goal is 1,340, compared to 1,220 in 1977.
- 5) To decrease drug usage by 10 per cent, using estimated number of heroin addicts for 1977 as a base. In 1980 figure would be 4,680 heroin addicts, compared to 5,200 in 1977.
- 6) To reduce the projected area theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 30,170, compared to 32,096 in 1977.
- 7) To reduce the projected area burglary incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 19,768 compared to 21,030 in 1977.
- 8) To hold the number of re-referrals to Bexar County Juvenile Probation Department in 1980 to the same number as in 1977. The 1977 figure was 1,752.
- 9) To reduce the projected area auto theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 4,044, compared to 4,302 in 1977.
- 10) To reduce the projected area robbery incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 1,480, compared to 1,574 in 1977.

11) To continue through 1980 present manpower which is investigating and prosecuting organized crime offenses. The Special Crime Section of the District Attorney's Office currently has two persons involved in the prosecution of organized crime offenses. The County/City Organized Crime Control Bureau presently has investigating organized crime offenses.

12) To continue through 1980 present manpower which is investigating and prosecuting "white collar" crime offenses. The District Attorney's Special Crimes Section currently has three persons investigating "white collar" crime offenses.

13) To provide a system to assure that criminal appeals are prepared within the statutory 90 days.

14) To provide an automated system for the analysis and reporting of crime trends.

15) To provide an arson investigation unit with investigative tools of a degree of sophistication sufficient to afford accurate analysis of fire scenes and fire causes.

16) Expansion of shelter care facilities for delinquent children, status offenders, children in need of supervision who need temporary separation from their homes, but who do not require secure detention.

17) Increased ability to purchase long-term residential care for delinquents and children in need of supervision in community-based residential facilities.

18) Expansion of diversion services for status offenders to all Bexar County.

19) Increased planning and coordination of juvenile justice needs and services.

20) To promote public awareness of school vandalism.

STRATEGY

Strategy A - Increase the risk of detection and apprehension for offenders.

Goals Addressed:

Goal 6) To reduce the projected area theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 30,170 compared to 32,096 in 1977.

Goal 7) To reduce the projected area burglary incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 19,768 compared to 21,030 in 1977.

Goal 9) To reduce the projected area auto theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 4,044, compared to 4,302 in 1977.

Goal 10) To reduce the projected area robbery incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 1,480, compared to 1,574 in 1977.

Goal 11) To continue through 1980 present manpower which is investigating and prosecuting organized crime offenses. The Special Crimes Section of the District Attorney's Office currently has two persons involved in the prosecution of organized crime offenses. The County/City Organized Crime Control Bureau presently has investigating organized crime offenses.

Goal 12) To continue through 1980 present manpower which is investigating and prosecuting "white collar" crime offenses. The District Attorney's Special Crimes Section currently has three persons investigating "white collar" crime offenses.

Standard B3a --- Every police agency should identify the types of planning necessary for effective operation and should assign specific responsibility for research and development and for police agency and jurisdictional planning.

Annual Achievement Criteria:

	<u>1978</u>	<u>1979</u>	<u>1980</u>
(1)	The San Antonio Police Department will create a capacity for computerized reporting of offenses and analysis of patterns and trends. This capacity will be used for improved deployment of forces, both regular patrol and tactical.	Said capacity will be continued.	Said capacity will be continued.

Standard B3c --- Every police agency should develop a patrol deployment system that is responsive to demands for police services and consistent with effective use of agency patrol personnel. The system should include collecting and analyzing required data, collecting workload studies, and allocating personnel to patrol assignments within the agency.

Annual Achievement Criteria:

	<u>1978</u>	<u>1979</u>	<u>1980</u>
(1)	The San Antonio Police Department will create a capacity for computerized reporting of offenses and analysis of patterns and trends. This capacity will be used for improved deployment of forces, both regular patrol and tactical.	Said capacity will be continued.	Said capacity will be continued.

Standard B4a --- Every police agency should establish and maintain capability to gather, evaluate, and disseminate intelligence in a manner that protects every person's right to privacy while curtailing organized crime and public disorder and to conduct effective vice operations against gambling, traffic in liquor, prostitution, pandering, pornography, and obscene conduct. The state should establish a central intelligence gathering, analysis, storage capability and intelligence dissemination system.

Annual Achievement Criteria:

<u>1978</u>	<u>1979</u>	<u>1980</u>
(1) Bexar County will be served by an Organized Crime Control Bureau.	Bexar County will be served by an Organized Crime Control Bureau.	Bexar County will be served by an Organized Crime Control Bureau.

Strategy B - Develop, implement and improve prevention and treatment services for delinquent youth and children in need of supervision (including status offenders).

Goals Addressed:

Goal 3) To increase public participation in crime and delinquency prevention by 100 per cent by the end of 1980, using 1977 as a base, and including emphasis on school participation. Quantification is to have presentations made to persons in 1980, compared to 23,736 in 1977.

Goal 8) To hold the number of re-referrals to Bexar County Juvenile Probation Department in 1980 to the same number as in 1977. The 1977 figure was 1,752.

Standard C1a --- Each community should establish means of coordinating and delivering a wide range of services to youths through advocacy, brokerage, youth development, and crisis intervention, as needed.

Annual Achievement Criteria:

<u>1978</u>	<u>1979</u>	<u>1980</u>
(1) Bexar County shall continue to purchase services for emergency shelter and long-term residential care for juveniles referred by the Bexar County Juvenile Probation Department and the City of San Antonio's Youth Services Project. Coordination and evaluation shall be made through the Metropolitan Youth Agency.	Bexar County shall continue to purchase services for emergency shelter and long-term residential care for juveniles referred by the Bexar County Juvenile Probation Department and the City of San Antonio's Youth Services Project. Coordination and evaluation shall be made through the Metropolitan Youth Agency.	Bexar County shall advocate, sponsor and encourage projects of youth diversion and delinquency prevention.

Standard C3a --- Each juvenile court jurisdiction should establish a screening and referral mechanism to divert as many juveniles as possible from the juvenile justice system to alternative programs and to reduce the detention of juveniles to an absolute minimum, particularly when the matter does not fall within the delinquency jurisdiction of the court.

Annual Achievement Criteria:

<u>1978</u>	<u>1979</u>	<u>1980</u>
(1) Automation of records of the Bexar County Juvenile Court shall be accomplished.	Automation of the records of the Bexar County Juvenile Court will be continued.	Automation of the records of the Bexar County Juvenile Court will be continued.

Strategy C - Increase the probability of a speedy and fair trial, and conviction where warranted.

Goal 1) To continue specialized and intensified prosecution of cases involving "career" or repeater criminals.

Goal 2) To comply with the mandates of the Speedy Trial Act --- to be ready to go to trial in misdemeanor cases within 90 days of arrest or filing of charges, and within 120 days in felony cases.

Goal 6) To reduce the projected area theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 30,170, compared to 32,096 in 1977.

Goal 7) To reduce the projected area burglary incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 19,768, compared to 21,030 in 1977.

Goal 9) To reduce the projected area auto theft incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 4,044, compared to 4,302 in 1977.

Goal 10) To reduce the projected area robbery incidence for 1980 by 6 per cent, using 1977 as a base. The 1980 figure would be 1,480, compared to 1,574 in 1977.

Goal 11) To continue through 1980 present manpower which is investigating and prosecuting organized crime offenses. The Special Crimes Section of the District Attorney's Office currently has two persons involved in the prosecution of organized crime offenses. The County/City Organized Crime Control Bureau presently is investigating organized crime offenses.

Goal 12) To continue through 1980 present manpower which is investigating and prosecuting "white collar" crime offenses. The District Attorney's Special Crimes Section currently has three persons investigating "white collar" crime offenses.

Standard D2a --- Each prosecutor's office should have investigative resources to assist in case preparation as well as support staff and equipment to enable the office to give attention to cases at a level comparable with that of private firms handling a similar caseload.

Annual Achievement Criteria:

	<u>1978</u>	<u>1979</u>	<u>1980</u>
(1)	The District Attorney's Office shall continue operations of its Major Offense Bureau, which prosecutes "career" or repeater criminals.	The District Attorney's Office shall continue operations of its Major Offense Bureau, which prosecutes "career" or repeater criminals.	The District Attorney's Office shall continue operations of its Major Offense Bureau, which prosecutes "career" or repeater criminals.
(2)	The District Attorney's Office shall continue operations of its Special Crimes Section, which investigates and prosecutes white collar and other complicated crimes.	The District Attorney's Office shall continue operations of its Special Crimes Section, which investigates and prosecutes white collar and other complicated crimes.	The District Attorney's Office shall continue operations of its Special Crimes Section which investigates and prosecutes white collar and other complicated crimes.

Standard D3e --- The period from arrest to beginning of trial in a felony prosecution should not be longer than 90 days.

Annual Achievement Criteria:

<u>1978</u>	<u>1979</u>	<u>1980</u>
(1) Two new temporary, annex courts shall be created, to work off the docket of criminal courts in Bexar County.	The two courts shall be continued, either in a temporary, "annex" status, or as permanent courts authorized by the legislature.	The two courts shall be continued, either in a temporary, "annex" status, or as permanent courts authorized by the legislature.

Strategy D - Increase the effectiveness of community-based and institutional corrections.

Goals Addressed:

None addressed directly. All the goals relating to crime control and reduction are addressed indirectly.

Standard E2a - A wide range of community-based correctional services should be available throughout the state. Delivery of community-based correctional services shall remain a county function controlled and administered through the local judiciary.

Annual Achievement Criteria:

<u>1978</u>	<u>1979</u>	<u>1980</u>
(1) The Medical Holding Unit for alcoholics and alcohol abusers will become operational in 1978.	The Medical Holding Unit will continue operations.	The Medical Holding Unit will continue operations.
(2) The computerized Jail Education Program will continue operations at Bexar County Jail.	The computerized Jail Education Program will continue operations at Bexar County Jail.	The computerized Jail Education Program will continue operations at the Bexar County Jail.

Strategy E - Increase the availability of criminal justice information.

Goals Addressed:

Goal 1) To continue specialized and intensified prosecution of cases involving "career" or repeater criminals.

Goal 2) To comply with the mandates of the Speedy Trial Act --- to be ready to go to trial in misdemeanor cases within 90 days of arrest or filing of charges, and within 120 days in felony cases.

Goal 9) To hold the number of re-referrals to Bexar County Juvenile Probation Department in 1980 to the same number as in 1977. The 1977 figure was 1,752.

Standard F - Each component agency of the criminal justice system (police, courts, corrections) should be served by an information system which supports intra-agency needs.

Standard D3b --- Each trial court with an unusually heavy caseload should have full-time local trial court administrator(s) or coordinator(s), computer service, and an information system to improve management and movement of cases.

Annual Achievement Criteria:

	<u>1978</u>	<u>1979</u>	<u>1980</u>
(1)	The Criminal Justice Information System which serves Bexar County and the City of San Antonio criminal justice agencies will be expanded by development of a juvenile courts records subsystem.	The expanded CJIS will continue in full operation.	The expanded CJIS will continue in full operation.

SUBSECTION V-A

Projects Requested Within Metro RBE \$1,158,983

<u>PRIORITY NO.</u>	<u>NEW OR CONT.</u>	<u>PROGRAM NO.</u>	<u>PROPOSED APPLICANT</u>	<u>PROJECT TITLE</u>	<u>REQUESTED AMOUNT</u>
1	C	D02	Bexar	District Attorney's Major Offense Bureau	\$ 108,496
2	C	F01	S.A.	SAPD RAPS	124,917
3	C	F01	Bexar	Automated Juvenile Records	84,949
4	C	E02	S.A.	Project Detour II	44,000
5	C	D02	Bexar	District Attorney's Special Crimes Section	73,201
6	C	B04	S.A.	SAPD Latent Print Supportive Unit	15,650
7	C	C03	Bexar	Bexar County Youth Diversion	72,994
8	C	E06	S.A.	Victory Outreach	18,989
9	C	D03	Bexar	Computer Assisted Transcription System II	40,623
10	C	B04	Bexar	Metropolitan Organized Crime Control Unit	74,008
11	C	C03	Bexar	Inman Christian Center Alternate School	54,958
12	C	E03	Bexar	Jail Education Program	11,957
13	C	A01	AACOG	AACOG Regional Training Academy	28,575
14	C	C02	Universal City	Universal City P.D. Juvenile Diversion Project	45,043
15	N	B06	Hill Country	Hill Country Village Police Radio	2,823
16	N	B06	Olmos Park	Olmos Park Police Radio	2,823
17	N	B04	S.A.	SAFD Arson Investigation Unit	10,993

<u>PRIORITY NO.</u>	<u>NEW OR CONT.</u>	<u>PROGRAM NO.</u>	<u>PROPOSED APPLICANT</u>	<u>PROJECT TITLE</u>	<u>REQUESTED AMOUNT</u>
18	N	B04	Bexar	Maintain Lab Capability for Narcotics Analysis	\$ 34,459
19	C	E06	Bexar	MHMR Medical Holding Unit	63,100
20	N	B06	S.A.	Digital Voice Protection System	24,000
21	N	C03	Bexar	Juvenile Resources	71,062
22	N	C01	Bexar	Delinquency Prevention Program	20,647
23	N	C03	Bexar	Alternative Education	40,560
24	N	D02	Bexar	Continuing Education For Prosecutors	<u>29,775</u>
					<u><u>\$1,098,602</u></u>

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 1
5. CJD PROGRAM NUMBER 79- D 0 2
6. PROPOSED APPLICANT B E X A R C O _____
7. PROJECT TITLE M A J O R O F F E N S E B U 4
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9/7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 1 0 8, 4 9 6
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 D 5 2 0 7 _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) N

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
g. Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 0 1</u>
3. CJD Program Number:	79 <u>D</u> <u>0</u> <u>2</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

- 6. Proposed applicant: Bexar County
- 7. Project title: Major Offender Bureau
- 8. Proposed grant period: from 10 / 79 to 9 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

- 9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 9 / 79
(month) (year)
- 10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

- 1. Crime problem addressed (please identify and discuss briefly):

To place special emphasis on the prosecution of the major offender, who consists of 25% of all felony cases. To get these people off the streets.

- 2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The career criminal commits a huge number of crimes. Special emphasis needed to be placed on this type of offender, as the usual workload did not allow for the time and effort to successfully handle these persons.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

To increase the number of life sentences from 24 to 36 or more per year.

To complete investigation of target group of offenders within 15 days.

To present to the Grand Jury, all cases on the target group within 15 days, after investigation completed.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

Law enforcement agencies earmark cases which meet project requirements. Felony Intake Attorneys further screen cases, making the final decision (if necessary, after a conference with the project director) of which cases will be handled in MOB.

These cases then are routed to the MOB investigator, who will process it in the allotted time and then give it to the Grand Jury Attorneys, who will process it through the Grand Jury in the allotted number of days. These cases are then set for trial at the earliest possible date. Vigorous prosecution is practiced by all MOB attorneys.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$101,735	\$152,602	\$254,337		\$254,337
B. Professional & Contract Services					
C. Travel	1,331	1,997	3,328		3,328
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	2,255	8,145	10,400		10,400
G. Indirect Cost***	3,175		3,175		3,175
H. Total	\$108,496	\$162,744	\$271,240		\$271,240

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

The major request in the budget is for personnel, including the director, five assistants, an appellate attorney, two para-legal assistants and one investigator, the same as the original grant. No new personnel is requested. This application also includes an allowance for travel, supplies and indirect costs.

See Pages 3A and 3B for budget details.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

VA-6

****See 1970 Criminal Justice Plan for Texas. Appendix C.*

<u>A. PERSONNEL: (All 100% time to project)</u>	<u>Total</u>
Director, to try cases and supervise whole project	\$ 33,180
Assistant, to select from old cases and try MOB cases	27,708
Assistant, to select from old cases and try MOB cases	26,508
Assistant, to select from old cases and try MOB cases	26,508
Assistant, to select from old cases and try MOB cases	26,208
Assistant, to select from old cases and try MOB cases	26,208
Appellate attorney, handle appellate work for MOB	12,348
Para-Legal Asst., General Para-Legal work, handling dockets, calendars, etc.	10,224
Para-Legal Asst., General Para-Legal work, handling dockets, calendars, etc.	10,224
Investigator, Investigates all M.O.B. cases	10,200
10% Allowance for raises	<u>20,932</u>
	\$230,248

Fringe Benefits

FICA - 6.13% x 184,695 =	\$ 11,322
Ret. - 7% x 140,895 =	9,863
Hosp. \$30 x 10 =	1,800
AD&D - \$5.20 x 10 =	624
Unemployment .008 on 6,000 =	480

Sub-Total \$254,337

E. TRAVEL12-Month
Total

It is anticipated that travel and subsistence will be necessary to attend conferences and to study other similar projects. It is estimated that airfare will average \$280 per trip and subsistence at \$42 per day (\$12 food and \$30 lodging). Four trips are contemplated of 3 days duration. 2 persons will make each trip.

Travel	\$280	
Subsistence (3 x \$42)	126	
Cab & miscellaneous	10	
	<u>\$416</u> x 4 trips x 2 persons	\$ 3,328

F. SUPPLIES AND DIRECT OPERATING EXPENSES

Registration fees to attend conference as mentioned above. \$50 x 4 x 2 persons = \$400	\$ 400	
Office Supplies	2,015	
Postage	500	
Telephones	1,125	
2 Mag Card Typewriters @ \$265 per mo.	<u>6,360</u>	
	\$10,400	\$10,400

G. INDIRECT COST

Negotiated lump sum to compensate County Auditor for costs of setting up payroll, accounts payable, reports, etc. as per CJD Indirect Cost Computation Schedule.		\$ 3,175
------------------------------------------------------------------------------------------------------------------------------------------------------------------	--	----------

12. ious funding:

If this project continues an existing project, identify:

- A. Funding source: CJD LEAA
- B. Grant title: MAJOR OFFENDER BUREAU
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: 70-D02-5207
 (If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 30 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

The following staff is required to implement the MOB:

Director, 5 first chair prosecutors, one appellate attorney, two paralegal assistants, and one investigator.

The investigation and presentation to the Grand Jury of the target group have been handled in the allotted time frame. There has been a pronounced drop in burglaries and a drop in most other crime categories, directly attributed to MOB.

The only problem was office space, and that has now been resolved.

There are no program changes planned for this funded year.

uture funding:

If this project is funded, for how many additional months will

CJD funding be requested? 12

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

At the end of the eighth month of the project, a written assessment will be made of cumulative progress toward meeting anticipated goals and indicators. This data will then be used in making the report.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE Oct. 1, 1979

Page of

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, Texas 78205	Grant Number _____ *Grant Title <u>Major Offender Bureau</u>	Report Required QUARTERLY/FINAL (Circle one) Report Period _____ Date _____ *Project Director <u>Gordon Armstrong</u>
------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1. To increase the number of life sentences from 24 per year to 36 or more.	43	35-45												
2. To handle investigation of target offenders within 15 days	15	15-20												
3. To have Grand Jury process targeted offenders within 15 days.	15	15-20												
Project Director's Initial														
Grant Manager's Review														

VA-11

* Fill in these five items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See directions on Page 11 of this form.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

Major Offender Bureau

* TITLE _____

PROJECT START DATE Oct. 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPL. TASK	* Date To Be Completed	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
		Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-4-79												
2. Submit PNS to appropriate A-95 clearinghouse for review.	02-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	02-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board.	06-08-79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	07-15-79												
7. Submit to CJD project implementation material required in	09-01-79												
Project Director's Initial													
Grant Manager's Review													

VA-2

PNS Page 7A

* in these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See Instructions on Page 11 and 12 of this form. 11 CJD-1

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Major Offender Bureau

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	10-01-79												
Project Director's Initial													
Grant Manager's Review													

VA-13

PNS Page 7 B

These three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.
CJD-1

17 We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Gordon V. Armstrong
Signature of Proposed Project Director

Signature of Financial Officer

Gordon V. Armstrong
(Please print or type) Name

Oliver Lewis, Jr.
(Please print or type) Name

Project Director, MOB
Title

County Auditor
Title

District Attorney's Office
Address

Bexar County Courthouse
San Antonio, TX 78205
Address

Bexar County Courthouse
San Antonio, Texas 78205
512/220-2345
Telephone

(512) 220-2330
Telephone

12/13/78
Date

Date

Signature of Authorized Official

Albert G. Bustamante
(Please print or type) Name

County Judge
Title

Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2626
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 2
5. CJD PROGRAM NUMBER 79- F 0 1
6. PROPOSED APPLICANT S A N A N T O N I O
7. PROJECT TITLE R A P S 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 8 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 1 2 4 , 9 1 7
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 F 0 1 5 1 9 2
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N)

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 0 2</u>
3. CJD Program Number:	79 <u>F 0 1</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: City of San Antonio
7. Project title: Reporting & Analysis of Patterns/Trends System
8. Proposed grant period: from 10-1 / 79 to 09-30 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: August / 1979
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

All suppressible crimes with special emphasis on index crimes.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

- a. The lack of a comprehensive, automated system of crime reporting precludes any in-depth analysis of crime, its trends, patterns and movement.
- b. The lack of crime specific data precludes meaningful manpower allocation procedures.
- c. The sheer volume of crime reports render manual attempts impossible to achieve.

(continue on page 2A)

3. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

1. In addition to goals previously stated in the first and second year, the following goals are applicable to the third year.

a. To complete all computer programs begun under the second year grant within 9 months.

(con't page 2A)

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

a. The Project Director, Departmental Analyst and The Staff of The City Consolidated Data Processing Center will continue to design systems and programs in order to support the Crime Analysis Unit. The CCDPC Staff will continue to provide programming support.

b. The Crime Analysis Unit will continue to develop their techniques and identify the additional system support necessary to fulfill their mission.

(con't on page 2A)

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

(A) Background and Justification-Continued

- d. Present procedures for the manual coding of offense reports for UCR and other statistical reporting systems render such systems suspect in their accuracy.

(B) Goals and Indicators-Continued

- b. To begin enhancement of existing computer programs to better serve the crime analysis function within 2 months.
- c. To begin design of necessary additional computer programs in order to better support the Crime Analysis Unit within 3 months.
- d. To continue the Crime Analysis Unit and its supporting systems during the 12 month period.

(C) Project Plan-Continued

- c. Additional management information needs will be identified and programs written to satisfy those needs. Extensive use of graphic reports is expected to be an integral part of this effort. New technology is becoming available in this area and is particularly suited to manpower allocation and workload distribution studies.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$42,193	\$63,287	\$105,480		\$105,480
B. Professional & Contract Services	\$79,984	\$119,976	\$199,960		\$199,960
C. Travel	\$ 2,740	\$ 4,110	\$ 6,850		\$ 6,850
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***					
H. Total	\$124,917	\$187,373	\$312,290		\$312,290

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

A. PERSONNEL

The following personnel are necessary for the continuation of this project;

<u>POSITION</u>	<u>ANNUAL SALARY</u>	<u>CJD SUPPORT</u>	<u>*GRANTEE CASH</u>	<u>TOTAL</u>
(1) Systems Analyst II	\$19,883	\$7,953	\$11,930	\$19,883
(1) Police Sergeant	\$22,520	\$9,008	\$13,512	\$22,520
(1) Crime Analyst	\$ 9,804	\$3,922	\$ 5,882	\$ 9,804
(1) Clerk Typist II	\$ 6,984	\$2,794	\$ 4,190	\$ 6,984
(2) Detectives	\$36,714	\$14,686	\$22,028	\$36,714
		<u>\$38,363</u>	<u>\$57,542</u>	<u>\$95,905</u>
Standard fringe benefits on above		\$ 3,830	\$ 5,745	\$ 9,575
Total Personnel		<u>\$42,193</u>	<u>\$63,287</u>	<u>\$105,480</u>

(con't on page 3A)

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

B. PROFESSIONAL & CONTRACT SERVICES

The CJD Consolidated Data Processing Center will provide the following services at their cost.

<u>SERVICES</u>	<u>RATE</u>	<u>TIME</u>	<u>CJD SUPPORT</u>	<u>GRANTEE *CASH</u>	<u>TOTAL</u>
Senior Analyst	\$17 hr.	500 hrs.	\$ 3,400	\$ 5,100	\$ 8,500
Systems Analyst	\$15 hr.	1,000 hrs.	\$ 6,000	\$ 9,000	\$15,000
Lead Programmer	\$15 hr.	2,000 hrs.	\$12,000	\$18,000	\$30,000
Programmer II	\$13 hr.	4,000 hrs.	\$20,800	\$31,200	\$52,000
Computer Time	\$396 hr.	200 hrs.	\$31,680	\$47,520	\$79,200
9 CRT Terminals	\$95 mo.	12 mos.	\$ 4,104	\$ 6,156	\$10,260
2 Printers	\$175 mo.	12 mos.	\$ 1,680	\$ 2,520	\$ 4,200
Paper, Stock Changes, etc.			\$ 320	\$ 480	\$ 800
TOTAL SERVICES			\$79,984	\$119,976	\$199,960

C. TRAVEL

2 trips to attend computer graphics schools/and/or seminars such as sponsored by Frost & Sullivan, Inc. No schedules are currently available. Estimated costs for 2 men per trip: is meals, lodging, ect.== \$30/day
 2 men x 4 dsys x \$50 = \$400
 Registration Fees (2) = 940
 Air Transportation = 600
 Per Trip Costs =1940

	<u>CJD SUPPORT</u>	<u>GRANTEE * CASH</u>	<u>TOTAL</u>
	\$ 1,552	\$ 2,328	\$ 3,880

2 trips to attend advanced Crime Analysis Schools sponsored by the International Association of Chiefs of Police Theorem Institute or similar organization. Schedules for schools in the Spring of 1980 are not currently available. Estimated round trip air coach for two trips \$420 00. Per diem expenses 6 days @ \$50.00 plus registration fees @ 325

	548	822	1,370
--	-----	-----	-------

4 intrastate trips for 2 persons to attend meetings, seminars, etc.,

2 days each - meals, lodging, etc.,
 \$50.00/day/man 2 x \$50 x 2 men =
 \$200 x 4 trips = \$800.00 - travel,
 either vehicle or air, estimated
 \$50/man/trip = \$200/trip x 4 trips
 = \$800.00

<u>CJD</u> <u>SUPPORT</u>	<u>GRANTEE</u> <u>* CASH</u>	<u>TOTAL</u>
640	960	1,600

*City of San Antonio travel policy requires travel by air coach class or private vehicle reimbursed @ \$.16 per mile only. Actual out of pocket expenses for meals, lodging, parking, taxi and bus fare are reimbursable. This request for travel is based on an estimated \$50.00/day/man for all reimbursable travel expenses. Only actual out of pocket expenses are allowable.

2,740	4,110	6,850
-------	-------	-------

H. TOTALS

\$124,917	*\$187,373	\$312,290
-----------	------------	-----------

All categories

* NOTE: Grantee is entitled to 60% - 40% but is volunteering some 60% in order to fund balance of project with limited funds available.

12. previous funding:

If this project continues an existing project, identify:

- A. Funding source: Criminal Justice Division
- B. Grant title: Reporting And Analysis of Patterns/Trends System.
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-F01-5
 (If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 24
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.
- a. Staffing
- The only position filled as of 12-1-78 is the Systems Analyst who has been on the project since January 3, 1977. The additional positions will not be funded until April 1, 1979.
- b. Significant accomplishments of the project to date have been:
- a. Gross system design indicated the following subsystems would be needed.
- 1) Report Entry and Production (REAPS) - provides for the entry of all data from preliminary and follow-up investigations to be entered into the system in a manner easily manipulated by computer processing.
 - 2) Persons of Interest to Police (PIPS) - provides information about known offenders and field interviews in order to establish linkages between offenses and possible offenders.
 - 3) Property Identifiable with Crime/Known Offenders (PICKS) - provides information about identifiable items of property associated with particular crimes or with known offenders.

- 4) Strategic and Tactical Allocation of Resources Sub-System (STAPS) - based on analysis, provides information for operational management decisions for long-range staffing needs as well as daily deployment strategies and techniques.
 - 5) Statistics, Crime Analysis, Research and Reporting Sub-System (SCARRS) - satisfy mandatory reporting requirements (i.e., UCR), provide information and recommendations for strategies to be used in Crime Prevention Unit, Crime Analysis Unit and provide research capabilities.
 1. Necessary data elements have been identified and defined.
 2. Offense/Offender data collection forms have been designed and are undergoing field testing.
 3. Design of the PIPS is complete and programming is underway.
 4. First level design on remaining sub-systems is complete with sub-systems and interfaces defined.
 5. Detail design on REAPS and PICK is approximately 25% complete.
- c. Significant problems that have prevented the project from reaching the goals originally projected for it have been:
- None, although vacations and the temporary unavailability of key personnel has resulted in the programming effort being approximately one month behind schedule. (4 man/months)
- d. Detailed discussion of any program changes contemplated during the new funding period:

None are envisioned at this time.

13. Future funding:

When this project is funded, for how many additional months will CJD funding be requested? 24

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is/is not~~) applicable to the agency. If it is, state whether the agency (~~has/has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project the Project Director will make a written assessment of the extent to which project has met stated goals, using as criteria the indicators on page 6 of this document.

IMPLEMENTATION SCHEDULE

GRANT NO. SAPD Reporting & Analysis
 *TITLE Patterns/Trends

PROJECT START DATE 10-1-79

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Complete Programming	7-1-80												
Begun in 2nd year													
2. Begin programming	1-1-80												
enhancements													
3. Begin design of new	2-1-80												
programs													
4. Continue Crime Analysis	10-1-79												
Unit Training													
5. Begin to identify Add-	10-1-79												
ditional Management In-													
formation Needs													
6. Begin programming on	1-1-79												
Identified MIS Needs													
Project Director's Initial													
Grant Manager's Review													

VA-26

PNS Page 7

1 in these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.
 n CID-1

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Reporting & Analysis of
 *TITLE Patterns/Trends System

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-04-79												
2. Submit PNS to appropriate A-95 clearinghouse for review.	02-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	02-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board.	06-08-79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	07-15-79												
7. Submit to CJD project implementation material required in	09-01-79												
Project Director's Initial													
Grant Manager's Review													

VA-27

PNS Page 7a

* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Reporting & Analysis of _____
 *TITLE Patterns/Trends System

ECT START DATE October 1, 1979

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CTD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	10-01-79												
Director's Initial													
Grant Manager's Review													

VA-28

In these three items with PMS. Other items will be recorded monthly and reported to CTD quarterly.

19. We affirm that this proposed project fully conforms with the program description shown in Number 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Jacques W. Hardy
Signature of Proposed Project Director

Carl L. White
Signature of Financial Officer

Jacques W. Hardy
(please print or type) Name

Carl L. White
(please print or type) Name

Captain, S.A.P.D.
Title

Director of Finance
Title

P. O. Box 9346
San Antonio, TX 78204
Address

P. O. Box 9066
San Antonio, TX 78285
Address

225-7484
Telephone

225-5661
Telephone

2-13-79
Date

13 February 79
Date

Signature of Authorized Official

Thomas E. Huebner
(please print or type) Name

City Manager
Title

P.O. Box 9066
San Antonio, TX 78285
Address

225-5661
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 3
5. CJD PROGRAM NUMBER 79- F 0 1
6. PROPOSED APPLICANT B E X A R C O _____
7. PROJECT TITLE A U T O J U V R E C _____ 2
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 2 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 8 4, 9 4 9
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 F 0 1 5 1 9 9
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) Y

The above information is correct to the best of my knowledge.

Walt Brock
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 0 3</u>
3. CJD Program Number:	79 <u>F 0 1</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County

7. Project title: Automated Juvenile Records

8. Proposed grant period: from 01 / 80 to 12 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 12 / 79
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The project addresses efficient and effective handling of all juveniles involved in delinquent behavior or in need of supervision.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The project relieves system staff of the burdensome manual tasks of creating, maintaining, and retrieving records, thereby freeing manpower for more direct services to children involved in delinquency.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

See Attached - Page 2A

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

See Attached - Page 2A

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

B. 1 Goals

1. Define and document procedures and system enhancements which will insure data integrity and maximize the effectiveness of the automated system.
2. Generate the capability to automatically produce exception reports which can be used by management personnel to more effectively control and monitor the handling of juvenile matters.
3. Generate the capability to produce various documents and legal instruments using computer aided word-processing techniques.
4. Generate the generalized capability to quickly produce ad hoc statistical reports in response to the many such requests from internal and external sources.

C. 1 Methodology and Organization

During the second year of the project, the juvenile justice data base will be designed and implemented. By the end of the year conversion of juvenile information into the computer system should be completed.

During the third year emphasis will be upon tuning and enhancing the system and the related procedures in order to optimize the effectiveness of the system. The objective is that the system be an integral part of the day to day operation of each office handling juvenile matters and that there be a smooth and reliable relationship between manual procedures and automated procedures which results in the capture of complete and accurate information about juveniles and their cases with a minimum of extra effort or imposition on the staff.

Once the data base is created and the procedures to maintain data integrity are solidified, the emphasis will shift to utilization of the system to generate management reports, legal documents and statistical reports. These products are viewed as by-products of the system as they should be; the main thrust of the project has been, and will remain, to make the daily performance of the line workers functions easier and more effective.

Late in the first grant year it became apparent that the system as designed very closely serves the information system requirements of the City Youth Services Project. During the second year grant the scope of the project was expanded to incorporate the requirements of YSP. Attached is the proposal which defines the relationship between YSP and the County to develop and operate a unified system.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$16,185	\$10,790	\$ 26,975		\$ 26,975
B. Professional & Contract Services	64,556	43,038	\$107,594		107,594
C. Travel	619	413	1,032		1,032
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	794	2,392	3,186		3,186
G. Indirect Cost***	2,795		2,795		2,795
H. Total	\$84,949	\$56,633	\$141,582		\$141,582

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See attached pages 3A and 3B for details.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

A. PERSONNELTOTAL

Both personnel will devote 75% of time to project. The balance of time will be used in support of CJIS project.

Secretary/Administrative Assistant @ \$11,220 (1978 salary plus 10% conditional upon approval of status change by Commissioners' Court.) (\$11,220 x 75%)	\$ 8,415
Systems Analyst at \$19,470 (1978 salary plus 10%). (\$19,470 x 75%)	14,602
Fringe Benefits (\$3,958)	<u>3,958</u>
Sub-Total	\$26,975

B. PROFESSIONAL AND CONTRACT SERVICESCity Water Board

Analyst Supervisor, Detail Design and Programmer Supervision @ \$17.50 per hour x 300 hours = \$5,250	5,250
1 Programmer at \$15 per hour x 160 hours x 12 months = \$28,800	28,800
1 Programmer at \$13.50 per hour x 160 hours x 12 months = \$25,920	25,920
1 Programmer at \$13.50 per hour x 160 hours x 6 months = \$12,960	12,960
Machine time and support (25% of programming time; 25% x \$67,680)	<u>16,920</u>
	\$89,850
<u>Judicial System Manager (50% of time devoted to project)</u>	
Project feasibility, System Analysis, System Design and User Coordination. (250 man/days @ \$130 per day x 50%)	16,250
Travel *in-state \$60 (based on 500 miles @ 12¢ per mile)	
*out-of-state \$280 (based on round trip, coach class air fare to New York)	

Food and lodging \$42 per day (based on \$12 food and \$30 lodging). Average out-of-state trip is for three days. Average in-state is for two days.

Above in accordance with Bexar County travel regulations. Only actual expenses will be charged to the grant.

In-State (7 Trips)

Travel	\$60	
2 x \$42	84	
Cab and miscellaneous	10	
	<u>\$154</u> x 7 man trips = \$1,078	1,078

Out-of-State (1 Trip)

Travel	\$280	
3 x \$42	126	
Cab and miscellaneous	10	
	<u>\$416</u> x 1 man trip = \$416	416

	<u>TOTAL</u>
Sub-Total Professional & Contract Services	\$107,594
 <u>C. TRAVEL (System Users)</u>	
1 out-of-state trip at \$416	416
4 in-state trips at \$154	<u>616</u>
Sub-Total	\$ 1,032
 <u>F. SUPPLIES AND DIRECT OPERATING EXPENSE</u>	
Rental of space of 300 sq. ft. @ 40¢ per sq. ft. x 12 mos.	960
Consumable supplies - based on past experience.	333
Xerox copies (5¢ x 10,000) based on past experience.	333
Printing of documentation and manuals - based on past experience	800
Postage - based on past experience.	67
Telephone - figure is based on basic monthly cost of \$64.10 per mo. (\$64.10 x 12 mos = \$769.20), and long distance calls ranging from \$10 to \$11 monthly.)	660
Typewriter maintenance contract	<u>33</u>
Sub-Total	\$ 3,186
 <u>G. INDIRECT COSTS</u>	
Negotiated lump sum in accordance with CJD Police Statement G-606.	<u>2,795</u>
Sub-Total	\$ 2,795
Total	<u><u>\$141,582</u></u>

12 Previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD/LEAA
- B. Grant title: Automated Juvenile Records
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-F01-519
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 21 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.
See Project Assessment Attached.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 24

14. Multi-regional or regional-metropolitan impact:

If funded, this project ~~will~~ will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements ~~is~~ is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the ninth month of the project, the District Clerk, Chief Juvenile Probation Officer, and District Attorney will be asked to perform an internal evaluation using as criteria achievement of quantified objectives. The Judicial System Manager will be responsible for gathering the data and submitting same to the Project Director who will then use this to make his written assessment. A copy of the written assessment will be forwarded to Commissioners' Court, the Criminal Justice Division, and Bexar Metropolitan Criminal Justice Council.

Periodic progress reports as required by CJD will also be made and submitted to CJD.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE 1-1-80

Page _____ of _____

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, TX 78205	Grant Number _____ * Grant Title <u>Automated Juvenile</u> _____ Records _____	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Albert Bustamante</u>
--------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1. Data integrity		95% accuracy completion												
2. Management exception reports	9 reports	1 report												
3. Document generation	45 min.	10-5 min.												
4. Generalized Statistical Reporting.	1 week	1 day												
Project Director's Initial														
Grant Manager's Review														

VA-39

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE Automated Penile Port

PROJECT START DATE January 1, 1980

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4			
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate A-95 clearinghouse for review.													
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.													
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in													
Project Director's Initial													
Grant Manager's Review													

VA-40

* In those cases with PNS, Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE Automated Juvenile Records

PROJECT START DATE January 1, 1980

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
3. Project to start.													
Project Director's Initial													
Grant Manager's Review													

I affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Signature of Proposed Project Director

Signature of Financial Officer

Albert Bustamante
 (Please print or type) Name

Oliver Lewis, Jr.
 (Please print or type) Name

County Judge

County Auditor

Title

Title

Bexar County Courthouse
 Address

Bexar County Courthouse
 Address

220-2626

220-2309

Telephone

Telephone

Date

Date

Signature of Authorized Official

Albert Bustamante
 (Please print or type) Name

Bexar County Judge

Title

Bexar County Courthouse
 Address

220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 4
5. CJD PROGRAM NUMBER 79- E 0 2
6. PROPOSED APPLICANT S T A N A N T O N I O _____
7. PROJECT TITLE D E T O U R T W O _____ 5
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 1 1, 0 0 0
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 E 0 2 5 6 0 2 _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) N

The above information is correct to the best of my knowledge.

Walt Brooks
Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY

Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1

2. Priority Number: 0 0 4

3. CJD Program Number: 79 E 0 2

4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: City of San Antonio

7. Project title: UOC/PROJECT DETOUR II

8. Proposed grant period: from 10 / 79 to 9 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: MAY / 80 for August '80 CJD Advisory Board
(month) (year) consideration.

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

(1) These figures¹ compiled for the Bexar Metropolitan Criminal Justice Council Plan in comparison of Index Crimes reflect that there was a 12% increase (1,677 to 1,878) in theft over a one year period (1975-1976) in the twelve (12) Suburban Municipalities of this area. The same figures indicate that in San Antonio alone, there was a similar rate of increase, 12%, in thefts (32,931 to 33,789) over the same period. These figures also indicate that the 1976 crime rates per 100,000 population for the 12 reporting Suburban Municipalities was 3237.93 and for the City of San Antonio it was 4391.28. Both of these rates exceed the national averages for both categories. (See Attachment A)

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

Project Detour II proposes to address, as it has successfully done for the past 3 years, including a 4th year now in progress, the aforementioned problem by providing pre-trial diversion services for Bexar County. Referrals will be made by the District Attorney and the County Courts-at-Law at time of arraignment. This will serve to assist those clients referred as well as the overburdened Court dockets currently experienced by County Courts and D.A. staff. Results should also yield low recidivistic rates.

Attachment A

2633.6 (3237.93 for the 12 Suburban Municipalities) &
4294.0 (4391.28 for the City of San Antonio).

Obviously, theft is an established crime problem in the Bexar County area. It is with theft cases that Project Detour II has primarily and successfully dealt with 3 years and proposes to continue to do so.

(2) The increase reflected in the heavy number of cases on Court dockets due to a high incidence of crime causes the County Courts-at-Law and the District Attorney's Office to experience somewhat of a burden with regard to the existing situation. Theft is one of the index crimes with the highest incidence according to FBI/DPS statistics. From November 1, 1975 to December 30, 1976 alone, the D.A. handled some 2,807 misdemeanor theft cases. Of these, for the same period, diversion has been provided through Project Detour II to 781, or 28%, individuals. This demonstrates that Project Detour II's impact has been of a substantial nature, being that a significant number of cases has been channeled via the Criminal Justice System to Project Detour II.

¹ Figures compiled from Individual Agencies & FBI/DPS Uniform Crime Reports.

² Statistics provided by the office of the Assistant District Attorney, Ted Arevalo, Chief, Misdemeanor Section.

³ Figures compiled by Bexar County District Attorney's Office.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

The Bexar Metropolitan Criminal Justice Council has established as one of its goals the reduction of theft. The Goals for Project Detour II's fourth year of operations are generally to assist in improving the situation stated in Part A in regard to the problem and local Criminal Justice System and to assist the Bexar Metropolitan Criminal Justice Council in achieving aforementioned goals through implementation of program methodology for providing a diversion system. Thus the goals are: (See Attachment B)

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

(See Attachment C)

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

Attachment B

- (1) Assist the Bexar Metropolitan Criminal Justice Council in achieving a reduction in all theft by addressing adult first offender misdemeanor cases; and
- (2) to enable the Bexar County District Attorney & County Courts-at-Law to divert 500 participants from the regular Criminal Justice System process of arrest leading to prosecution and/or conviction.

By activity, they are:

- (1) Serve 600 clients through individual counseling & services.
- (2) Maintain a 10% or lower rate of recidivism.
- (3) Job development & placement: 140
- (4) Job counseling: 300
- (5) Educational planning & referrals: 80

Project Plan

1. Methodology and Organization

A. By-Pass Method

The District Attorney will designate an Assistant District Attorney to screen cases which are eligible for referral to Project Detour II. Prosecution will be stayed when evaluation by an Assistant District Attorney results in recommendation for diversion and said recommendation is approved by the District Attorney. The District Attorney will make the final decision as to what cases shall be permitted entry into the project.

The offender and/or his attorney, if he has retained one, will be notified that he is eligible for participation in the project, when final approval has been granted by the District Attorney. The offender may accept or decline the option. If the offender accepts participation and executes waiver of right to a speedy trial, Project Detour II will also be notified. A letter of referral, including the prosecution's signature and the type of offense for which he was referred, is given to the offender, who personally gives the letter to Project Detour II upon presenting himself for enrollment in the program.

Conditions defining satisfactory participation will be promulgated by Project Detour staff. The review at the expiration of 60 days will serve to inform the District Attorney of the quality of performance displayed by an offender while participating in the project. The client may be extended beyond 60 days, as the program, the Courts or the D.A. may determine in exceptional cases, but not to exceed 30 days for a total of 90 days, including the extension. Satisfactory performance may result in the District Attorney's recommendation that the Court dismiss the charges. Review may result in continuing the offender on the project or returning him to court for prosecution.

The District Attorney will be informed immediately of an enrollee's violation of the conditions of enrollment. A written special report by Detour II staff will accomplish this. (Otherwise, the District Attorney will rely upon the report submitted for the 60-day review as the basis of performance). The District Attorney will make a decision as to the gravity of a violation. This decision will either allow the offender to continue the program or he and his attorney will be notified that the case is set for trial.

All offender behavior reported to the District Attorney by Detour staff will be recorded and filed in the offender's folder. A folder will be maintained on Detour participants just as is done with all misdemeanants.

There will be no appellate procedures or recourses at this level of the criminal justice process. The District Attorney will make the decision to allow the offender to participate in the project and such participation is discretionary with the District Attorney.

Project Detour staff will furnish the District Attorney with a report assessing the offender's behavior and achievement at the end of 60 days of project participation. The 60th day report is generally the termination report and will include staff recommendations.

The Assistant District Attorney assigned to the project will assess the offenders's participation record and make his recommendations accordingly. Final decision rests with the District Attorney. The District Attorney's decisions will be on record in the offender's case folder on file in the office of the District Attorney. Detour staff will be informed of such decisions.

The District Attorney will be furnished with a daily list of enrollments. The basic general criteria presently being used by the District Attorney's Office in recommending enrollment of offenders in Project Detour II, which has been developed by this Office, is as follows:

1. The offender should have no prior arrest record and especially no prior theft cases which would show him to be a professional thief. Traffic cases are not considered.
2. The offender must not be charged with another offense at the time of the initial arrest. As an example, unlawfully carrying or possessing drugs, or assault upon the detaining party at the time of the arrest for theft.
3. The offender must be charged with a Class A, Class B, or Class C misdemeanor theft or a similar type case. No felonies.
4. All extenuating circumstances which would make a first time offender a person susceptible to rehabilitation will be considered in the light of the offender's background and his need in the future to become a productive, law-abiding citizen.

B. From The Call Docket

Clients may be referred to Project Detour II by the County Courts-at-Law. Through this method, the judge may refer a client to Project Detour II at a call docket hearing, at which time the prosecutor of said court will give the client the necessary referral letter which is personally presented to the program upon enrollment. This case is held in abeyance for 60 days to allow the client to complete participation in Project Detour II. Reports to District Attorney at the end of 60 days on the client's progress are channeled to the courts through the District Attorney's Office.

At the end of 60 days, the client re-appears before the court and the judge, upon reviewing Project Detour II reports, may dismiss the charges pending against the client.

The explanation of the methods of Project operation after the client is referred by the District Attorney or the courts to this project is categorized into the following:

- (1) PROJECT SERVICES COMPONENTS
- (2) INTAKE AND ENROLLMENT PROCEDURES
- (3) GENERAL CLIENT (PARTICIPANT) DIAGNOSTIC PROCEDURES
- (4) JOB RELATED COUNSELING AND EMPLOYMENT
- (5) VOCATIONAL TRAINING
- (6) ACADEMIC TRAINING
- (7) SUPPORTIVE SERVICES
- (8) PARTICIPANT FOLLOW-UP
- (9) SERVICES TO NON-PARTICIPANTS
- (10) STAFF TRAINING
- (11) RESULTS

Regarding CETA qualified clients, coordination with the Central Records Unit regarding CETA aspects of the program such as certification and certain services will be conducted through the program year.

1. PROJECT SERVICES COMPONENTS

Project Detour II maintains three program components from which services are effectuated for/or provided to project clients. It is through these components that services are delivered to the clients. These components are:

- (1) Human Services: I.E., consists of Supportive Services, general rehabilitative work, needs and readiness assessments.
- (2) Job Development: Job-related services and counseling activity.
- (3) Education: Academic planning and services, client assessment and readiness for individual educational plans, related to career and character development.

Though each component may have primary responsibility over a facet of services delivery, the employment-related and Human Services component each have one supervisor. The Education Development Specialist has the primary responsibility for the Educational component and coordinates the services delivery systems afforded by the counseling staff.

All these components and respective counseling staff effectuate an interplay of services delivery by a comprehensive coordinated effort, immediately supervised by the Manpower Development & Client Services Specialist and documented and linked by the Education Development Specialist.

For instance, the staff, as a whole, performs intake, assists one another in plan formulation through staffing sessions, arranges for providing fundamental assistance to clients during individual counseling sessions, provides job counseling, general needs and assessments and readiness, general rehabilitative counseling and referrals to other agencies. The three components are regarded as a resource pool from which staff can draw in order to make rehabilitative services more effective through cooperation and interaction.

This approach is utilized in the desire to develop a program of activity yielding true or meaningful rehabilitative results, suited to individual needs in the job and economic area, hand in hand with the psychological and general rehabilitative areas of re-building self-esteem and confidence and to provide motivational incentives and the assumption of responsibility for one's own actions, thus attempting to re-direct the individual back into the recognized legal social structure and productive participation in the community.

2. INTAKE AND ENROLLMENT PROCEDURES:

- (a) When the client presents himself at Detour II with a letter from the courts or the District Attorney's Office, his name is logged next to a case number in a register kept by the program receptionist. The receptionist then informs the counselor, on a rotation basis, that a new referral has arrived.
- (b) The Evaluator/Counselor performs intake, which in addition to being used to acquire counseling information, will also be utilized to determine whether this individual is eligible for CETA services. A Social History is developed at this time with the help of the client and arrangements to render basic supportive services to meet immediate or urgent needs, if any are present, are also made. Subsequent appointments are then made at this point.
- (c) The Evaluator/Counselor prepares a file which includes various CETA forms, if applicable, the Social History, counseling record, reference letter and other materials as may be necessary.
- (d) An individual need not be CETA qualified to receive Project Detour II services.

The comprehensive information acquired at intake and subsequent counseling sessions is used to assess needs and to develop a plan for rehabilitation for documentation and program files. The confidentiality of all information is always a major consideration of the program. All files are kept under lock and key.

GENERAL CLIENT (PARTICIPANT) DIAGNOSTIC PROCEDURES

It is the responsibility of the Evaluator/Counselors to determine the needs of the participant. These needs include the need and readiness for work, vocational training or academic training, supportive services, counseling and job-related counseling. Need is the lack of something that should be there; namely work, training or schooling or counseling or other supportive services. The "Readiness" is determined from the participant's degree of motivation towards fulfillment of his needs. Work experience is also a factor in determining needs.

(1) A readiness for work is confirmed when the participant wants employment and at the same time needs a source of income. A readiness for vocational training is established when the participant needs to acquire a skill and is motivated towards his betterment through acquisition of a skill. An additional factor considered in determining a readiness for vocational training is the individual's immediate need for income. A readiness for academic schooling is established when the participant is motivated towards betterment through academic achievement, has the intellect to accomplish this, and his economic status is such that he can devote time to educational pursuits. If the individual does not need full-time employment, his readiness for part-time education is assessed. If he needs no employment, job counseling and job re-conditioning along with general rehabilitative counseling geared to assess his problems and needs is afforded him, as it is to all clients.

(2) Assessments as to an individual's readiness will be made by the Evaluator/Counselor and will be a developmental process evolved throughout the screening intake and multi-faceted counseling interviews.

(3) Client diagnosis will be reviewed by the Education Development Specialist, and Job Development Counselor/Specialist. The two (2) staff members will validate the needs and readiness of the individual and agree on the service plan drafted for a particular individual.

The level of education completed by the participant is determined through interviews by the Evaluator/Counselor and the Education Development Specialist.

(1) The assessment of educational levels, abilities and needs is performed by the Education Development Specialist with the Evaluator/Counselors and, in some cases, as dictated by client needs, by agencies geared to assisting in educational matters and by institutions of learning, depending upon their admission requirements, to which the project may refer clients.

- (2) Criteria for assessing educational levels will be performance in classroom situations to include attitudes and academic levels of performance as determined through counseling. Project Detour II provides diagnostic testing, when necessary, which determines achievement levels and educational potentials and interests of individuals.

4. JOB-RELATED COUNSELING AND EMPLOYMENT

(a) Employment is provided to Project participants through methods developed by the Project supervisors and counselors, primarily by the Job Development Component. Participants are requested to register with the Texas Employment Commission and other employment related agencies for possible job placement through said agencies. When participants are enrolled in Manpower Training Programs, they are assisted by their placement team and by the Project Career Development Team.

- (1) Project participants are provided job placement when necessary and available. Participants enrolled in Manpower Training Programs also have the benefit of their Manpower Program Job Development Teams.
- (2) Since the Project has no funds allocated for employment services for training, we must rely on the community services offered by the different agencies. The program, however, does provide a Work Experience Program funded by DOL CETA for eligible clients.
- (3) Participants of Project are interviewed by an Evaluator/Counselor and/or the Career Development Supervisor prior to the time he is referred to a job. Thereafter, the participant is referred to an employer where he is interviewed by the owner, manager or personnel director.
- (4) Should it be necessary to take a participant to a job because of lack of transportation, the Evaluator/Counselor takes the participant for the initial interview. If the participant has no financial means of getting to work, the Project furnishes the participant bus tokens until he receives his first paycheck.

(b) Job development for the Project is the primary responsibility of the Job Development Section. The Human Service Counselors assist the Job Development Section in their daily contact with the public and through personal knowledge of job openings.

The constant contact of the Career Development Section with employers through personal visits or telephone involves the employer in our Project.

(c) Project Evaluator/Counselors provide multi-faceted counseling for all participants, including vocational counseling, which is also afforded to Project Detour II participants complementing CETA services.

(d) Program Evaluator/Counselors seek a rendition of job orientation and job conditioning to be used in counseling participants in an effort to change the participant's work habits, increase motivation to attain employment and develop a perspective of the world of work and how he/she can relate to it. This type of counseling includes coaching jobs and examinations, applications, interviews and other facets of the world of work.

(1) Job orientation and job conditioning is afforded to participants who are unemployed, underemployed or economically disadvantaged and, in some cases, employed individuals in order to spark incentive towards a greater productiveness and self-sufficiency in terms of economics and self-esteem.

(2) Efforts to upgrade underemployed individuals through increased educational and/or skills training along with orientation and conditioning is provided by the Project.

(e) Job re-conditioning is provided to participants presently employed or underemployed, through the counseling efforts of the Evaluator/Counselor, for the purpose of overcoming job retention or advancement obstacles brought on by the stress, negative attitudes and duress of arrest, incarceration and pending trial.

(1) The critical need to provide counseling relating to job re-conditioning and re-motivation to many participants without a need for placement is due to the constant displaying, by the overwhelming majority of these individuals, of emotions and attitudes resulting from their "criminal" status which are detrimental to their remaining and maintaining on jobs, being productive in their jobs and to their incentive to upgrade their employability.

(2) This type of counseling and its frequency is provided by the Evaluator/Counselor as determined in counseling sessions' evaluation.

Job re-motivation or re-conditioning is afforded to many clients. This type of counseling is provided generally to individuals with employment but experiencing feelings resulting from arrest, incarceration and pending trial which become obstacles to his performing his job adequately or staying employed at. These feelings can be displayed as alienation from the community, loss of motivation, loss of self-esteem, insecurity or uselessness. It is an attempt to re-direct the client to productive attitudes before he gives up on himself and his job.

In certain instances, this counseling is afforded to unemployed or underemployed individuals, if let us say, these conditions are due to psychological or personality conflicts, immaturity or a display of deviance.

5. VOCATIONAL TRAINING

(a) Since the Project has no funds to offer vocational training to its participants, other existing agencies, such as educational institutions, provide training, vocational counseling and referrals are made by Project Detour II. Evaluator/Counselors provide initial vocational counseling. Job Counselors (also referred to as Career Development Counselors) assist the Human Services Counselors in an effort to help participants to better understand vocational programs being offered.

- (1) Vocational counseling and planning is accomplished by the Evaluator/Counselors together with the Educational Development Specialist.
- (2) Once the plan for an individual is determined, the person is referred to other institutions of learning which provides this type of training.

(b) The local training centers and the educational institutions utilized for referrals offer additional pre-job and pre-vocational training to Project participants, which complements Project Detour II counseling and this assists in the further implementation of plans developed by Project counseling.

(c) Some Manpower Training Programs used for referrals have a certain allowance for trainees. Project Detour II may provide incentive allowances to participants (by Department of Labor requirement) which receive welfare assistance.

6. ACADEMIC TRAINING

(a) The primary responsibility of designing, adapting, identifying, and implementing an effective educational program for the participants lies with the Educational Development Specialist (EDS). The Educational

Development Specialist conducts interviews with certain participants to determine needs and abilities.

(b) Evaluator/Counselors, working under the supervision of the EDS, also provide academic counseling and planning which better career plans and employability as well as allowing for personal achievement to the participants who demonstrate a need, ability (intellectual and psychological) and readiness for educational services.

(c) Efforts at attaining financial assistance to defray educational costs for participants experiencing an economic need is also included in over-all planning.

(d) This counseling involves the educational system at all its various levels, from attaining a GED certificate or a high school diploma to a college degree or vocational type instruction.

(e) The Educational Development Specialist works closely with the personnel of the University of Texas at San Antonio, Our Lady of the Lake University, Incarnate Word College, St. Mary's University, San Antonio College, St. Philip's College, and other institutions as may be required. Coordination with the San Antonio Independent School District and other districts occurs when Project Detour II deals with participants enrolled or who are eligible for enrollment in these districts. Project Detour II is also participating in the Edgewood Independent School District University Plan Program which provides University studies for disadvantaged graduates of that District. Project Detour utilizes additional educational services afforded by Texas Rehabilitation Commission.

7. SUPPORTIVE SERVICES

(a) Participants and their families are offered supportive services relative to health, welfare, social, education, food and, in some instances, transportation or bus tokens, in all facets of counseling, beginning at intake by the Evaluator/Counselor.

(b) Project staff, in seeking successful execution of the program, can make supportive services available to participants at the intake level and thereon. Immediate or emergency problems a participant may have must be eliminated before he/she is either enrolled in a training program or referred to a job.

(c) Since no allowances have been made in the budget for supportive services, it is necessary for staff to seek the help of public and private agencies in the community to fill the gap.

(d) The coordination of above services depends on the Human Services Evaluator/Counselor and, in some instances, the Career Development Evaluator/Counselors, who are in constant communication with the various agencies.

(e) Evaluator/Counselors, to determine any supportive services given to said family, can refer to the Central Filing System of the City of San Antonio. This office compiles a record of families who receive supportive services throughout the City.

(f) Evaluator/Counselors disseminate information to participants as to what supportive services are available once the need has been established.

(g) Need is the criteria used to diagnose the supportive service needs of the participant.

(h) Project utilization of community agencies does not alter or vary their usual delivery procedure.

9. SERVICES TO NON-PARTICIPANTS

(a) In certain cases, the well-being of the participant's family is considered essential to the successful completion of his/her enrollment. Therefore, the socio-economic status of the family in need is determined through counseling. If the family is found wanting, its needs are attempted to be satisfied through supportive services, job placement and referral services to specific agencies such as health clinics, marriage counseling, etc.

P d project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	38,854	156,281	195,135		195,135
B. Professional & Contract Services	5,000		5,000		5,000
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	146	21,291	21,437		21,437
G. Indirect Cost***					
H. Total	44,000	177,572	221,572		221,572

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

Attachment D

BUDGET NARRATIVE

A. <u>Personnel</u>	<u>CJD</u>	<u>CITY</u>	<u>COUNTY</u>	<u>TOTAL</u>
Executive Director	\$ 480	\$ 480	\$	\$ 960
Project Director	11,089	7,393		18,482
Program Operations/Evaluation Manager	9,577	6,385		15,962
Accountant	7,121	4,747		11,868
Executive Secretary	4,841	3,227		8,068
Manpower Counselor/Client Services Specialist		7,313	6,485	13,798
Education Development Counselor/Specialist		12,054		12,054
Job Development Counselor/Specialist		11,979		11,979
Human Services Counselor			10,351	10,351
Secretary/Receptionist		7,327		7,327
Human Services Counselor			10,351	10,351
Human Services Counselor			10,351	10,351
Human Services Counselor			<u>10,351</u>	<u>10,351</u>
sub-total:	\$33,108	60,905	47,889	141,902
<u>Fringe Benefits</u>				
FICA	\$ 2,030	3,734	2,936	8,700
Pension	1,655	3,045	2,395	7,095
Group Hospital & Life	1,716	4,367	4,057	10,140
Workmen's Compensation	100	187	147	434
Unemployment Insurance	<u>245</u>	<u>523</u>	<u>456</u>	<u>1,224</u>
sub-total:	\$ 5,746	11,856	9,991	27,593
TOTAL PERSONNEL:	<u>\$38,854</u>	<u>72,761</u>	<u>57,880</u>	<u>169,495</u>
<u>B. Work Experience Program</u>				
Wages (10 slots, 15 hours)	\$	24,068		
FICA		1,475		
Workmen's Compensation		<u>97</u>		
		25,640		25,640

C. Professional & Contractual Services

	<u>CJD</u>	<u>CITY</u>	<u>COUNTY</u>	<u>TOTAL</u>
Comp to Assistant D.A.	\$ 4,500			
Indirect Costs	<u>500</u>			
TOTAL PROFESSIONAL SERVICES:	\$ 5,000			\$ 5,000

D. Supplies & Operating Expense

(1) Consumable Supplies	\$	\$ 1,460	\$ 1,195	\$ 2,655
(2) Telephone	146	1,042	792	1,980
(3) Postage		149	67	216
(4) Space Rental		6,272	6,272	12,544
(5) Office Machine Rental		1,554	1,554	3,108
(6) Equipment Maintenance		140	140	280
(7) Printing & Reproduction		320	100	420
(8) Insurance		<u>234</u>		<u>234</u>
TOTAL SUPPLIES:	\$ 146	11,171	10,120	21,437
GRAND TOTAL:	\$ <u>44,000</u>	<u>109,572</u>	<u>68,000</u>	<u>221,572</u>

PROJECTED FOR FY '80

(OCTOBER 1, 1979 to SEPTEMBER 30, 1980)

APPLICATION FOR GRANT

EXPLANATION OF GRANTEE CONTRIBUTION

<u>BUDGET CATEGORY:</u>	<u>CJD</u>	<u>CITY</u>	<u>COUNTY</u>	<u>TOTAL</u>
Personnel	\$ 33,108	\$ 84,973	\$ 47,889	\$165,970
Fringe Benefits	5,746	13,428	9,991	29,165
Contract Services	5,000			5,000
SUPPLIES				
(1) Consumables	\$	1,460	1,195	2,655
(2) Telephone	146	1,042	792	1,980
(3) Postage		149	67	216
(4) Space Rental		6,272	6,272	12,554
(5) Office Machine Rental		1,554	1,554	3,108
(6) Equipment Maintenance		140	140	280
(7) Printing & Reproduction		320	100	420
(8) Insurance		234		234
sub-total (supplies) :	146	11,171	10,120	21,437
GRAND TOTAL:	<u>\$44,000</u>	<u>109,572</u>	<u>68,000</u>	<u>221,572</u>

12. Previous funding:

If this project continues an existing project, identify:

A. Funding source: CJD & CETA

B. Grant title: Project Detour II

* C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-76-E02-4745
 (If budgeted for 1979 but grant award not yet made, check here XX).

D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 48

E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

* Was approved at December CJD Advisory Board Meeting

Attachment E

A) For 3 years, staffing and job descriptions have always been based on programmatic and client services needs. Project Detour II was able to increase its staff to 16 members, but due to CETA budget roll-backs for all programs in 1978, we now have 9 staff. These remaining staff members, though, have had their duties modified and increased so as to maintain the integrity of program component services. Internal procedures have been modified to accommodate these revisions. The job titles will reflect this modification and duty area: Project Director, Program Operations/Evaluation Manager, Manpower Counselor/Client Services Specialist, Accountant, Education Development Counselor/Specialist, Job Development Counselor/Specialist, Human Services Counselor, Executive Secretary, and Secretary/Receptionist. Project Detour II may be able to increase its staff again in March, 1979, if CETA "bonus" monies are made available to the Alamo Manpower Consortium.

Nevertheless, remaining staff can and is implementing the already approved (by CJD & CETA) FY '79 proposed activities and our revised program procedures and staff are meeting those needs of the Criminal Justice System and clients, as proposed, and that our Goals will again be accomplished. Our program components are accommodating the present client load, which is showing every indication of being as high as in previous years.

B) For the past three (3) years, and now into our fourth, the program has successfully operated at such a level so as to receive endorsements from practically all areas within the local Criminal Justice System every time Project Detour II is considered for re-funding. (see Attachment F for FY '79 endorsements) The Bexar Metropolitan Criminal Justice Council and the AACOG have also recently unanimously approved Project Detour II for a fourth year of operation. During these 3 years, the program has served over 2,030 clients, with only 22 cases of recidivism while in the program. Most recent evaluation by the District Attorney's Office in early 1978 by random selection of client, reflects a 10% recidivism rate over 3 years of operation. This was done by checking the computerized records in the local Criminal Justice system for re-arrests, then comparing those figures to the number of cases dismissed through Project Detour II without re-arrests. The program has placed over 400 clients in un-subsidized employment and over 401 in academic & vocational education area.

Project Detour II has successfully accomplished its goals and objectives for the years it has been in operation. Again, the endorsements received by the program reflect the program's acceptance and efficiency in the Bexar County area.

C) The most significant problem experienced by Project Detour II is not programmatic or procedural, but relates to funding. Project Detour II would like to identify a source of funding which would allow for long-range planning and operations. The program is highly accepted and endorsed locally but City and County governments are experiencing severe budget limitations and are doing well to maintain those activities already under their administration. The State usually refers us back to CJD for funding and this is our fourth year of a five-year continuation plan.

Project Detour II, though, does stand a chance for County funding next year and hopes to again secure CETA monies. We must look beyond what appears to be a "possibility", though, and identify more secure funding sources.

D) Other than those alluded to earlier regarding program procedures' modification, no changes are proposed. More funds, however, would be utilized to increase staff and, thus, new and more services for clients.

(13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 12 months

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~ will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

n/a

(15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

It has for 3 years.

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

Grantee Name, Address, and Telephone United Organizations Coalition, Inc Project Detour II 1017 N. Main, Suite 206 San Antonio, TX 78212 512 226-6321	Grant Number <u>AC-77-E02-5602</u> Grant Title <u>PROJECT DETOUR II</u> _____	Report Required <u>MONTHLY/QUARTERLY</u> Report Period <u>Fiscal Year 88-78</u> Date <u>October 18, 1978</u> Project Director <u>Genaro Cano, Jr.</u>
----------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Indicator	Current Level	Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
(1) Enrollments	701	500-800												
(2) A. Job Counseling	701	350-500												
B. Job Development & Placement	171	130-200												
(3) Individual Counseling	701	500-800												
(4) Education	44	50- 90												
(5) Vocational Training	20	20- 55												
(6) Recidivism (Less than 50)	3	0- 50												
(7) Successful Completion	454	470-600												

orm C/D-1

VA-66

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 5
5. CJD PROGRAM NUMBER 79- D 0 2
6. PROPOSED APPLICANT B E X A R C O
7. PROJECT TITLE E X P A N D A S P E C C R I M E 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 0 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 7 3 , 2 0 1
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 D 2 5 6 0 5
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N)

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Proj. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 0 5</u>
3. CJD Program Number:	79 <u>D 0 2</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

- 6. Proposed applicant: Bexar County
 - 7. Project title: Expansion of District Attorney's Special Crimes Section
 - 8. Proposed grant period: from 11 /79 to 10 /80
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
- 9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 10 / 79
(month) (year)
 - 10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The sophisticated and semi-sophisticated criminals who perpetrate the so-called "white collar" crimes. This includes, but is not limited to, organized crimes, pornography, complicated embezzlement, complicated swindles, gambling, misconduct of public officials and related activities. These kinds of criminals have become more and more sophisticated. Also, the organized crime groups have become more and more of a public nuisance in this area. This includes, but is not limited to, narcotics rings, auto theft and forgery rings, shoplifters and even homicide.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The system needed a staff that could and would handle the time-consuming investigation and prosecution of the types of crimes set out in No. 1., above. The Special Crimes Section is meeting these needs.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

The section handles approximately 250 cases per year, including filing complaint, presenting to Grand Jury, and accepting pleas of guilty. These are the cases that are accepted only, and many more cases are reviewed and rejected.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The section reviews, investigates and prosecutes those cases that are classified as "non-routine in scope." These cases that necessitate exceptional and unusual research, investigation and specialized trial preparation in order to be handled successfully. The personnel consists of the Chief, Asst. Chief, three other attorney, three law students, two para legal assistants and three investigators. The method used to handle cases is different in each one. Generally the cases handled by this section are non-arrest cases, and sometimes the investigation on these cases is lengthy and complicated, requiring participation with other law enforcement agencies. Generally, no case is filed until after investigation is complete, and the cases are then filed or taken directly to the Grand Jury.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$ 43,986	\$ 29,347	\$ 73,333	\$ 158,954	\$232,287
B. Professional & Contract Services	2,400	1,600	4,000	-0-	4,000
C. Travel	3,446	2,298	5,744	-0-	5,744
D. Equipment**	-0-	-0-	-0-	-0-	-0-
E. Construction	-0-	-0-	-0-	-0-	-0-
F. Supplies & Direct Operating Expense	20,844	15,556	36,400	-0-	36,400
G. Indirect Cost***	2,525	-0-	2,525	-0-	2,525
H. Total	\$ 73,201	\$ 48,801	\$122,002	\$ 158,954	\$280,956

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

The major portion of the budget is personnel. This grant also continues the professional services for professional witnesses, the travel category, and the operating expenses, the major part of which is for the lease cars, which have proven invaluable to this section. There is no request for equipment or construction.

See Pages 3A through 3D for budget details.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

A. PERSONNEL (6 Months)	CJD SUPPORT	GRANTEE CASH	CONTRI- BUTION	TOTAL
<u>1. Personnel (All personnel will work 100% on this project)</u>				
<u>Position</u>				
	<u>Designation</u>			
Assistant Chief	Ib		26,508	26,508
Para Legal Assistant	Ic		8,052	8,052
<u>White Collar Crime Section</u>				
Attorney, Chief	IIe	13,853	9,235	23,088
Investigator	IIb		12,120	12,120
Para Legal Assistant	IIc		6,948	6,948
Attorney	IIId		16,164	16,164
Intern	IIg	2,275	1,517	3,792
<u>Consumer Fraud Section</u>				
Attorney, Chief	IIIa		24,400	24,400
2 Interns @ \$3,300 each	IIIb	4,550	3,034	7,584
<u>Organized Crime Section</u>				
Attorney	IVb		21,288	21,288
Senior Investigator	IVc	9,353	6,235	15,588
Para Legal Assistant	IVd	4,371	2,913	7,284
Investigator	IVe		12,288	12,288
		<u>34,402</u>	<u>22,934</u>	<u>127,768</u>
10% allowance for possible raises, subject to Commissioners' Court approval of individual status changes.		3,440	2,293	12,777
		<u>37,842</u>	<u>25,227</u>	<u>140,545</u>
				<u>185,104</u>
				<u>18,510</u>
				<u>203,614</u>

2. Fringe Benefits (CJD Share)

FICA - 6.13% of 37,684 =	2,310			
Ret. - 7% of \$31,036 =	2,173			
Ins. - \$30 per mo. per employee =	1,296			
AD&D - \$5.20 per mo. per employee =	224			
Unemployment Ins. - .008 of first \$6,000 per employee =	141			
	<u>6,144</u>			
		6,144		6,144

Fringe Benefits (County Cash)

FICA - 6.13% of 25,000 =	1,540			
Ret. - 7% of \$30,690 =	1,448			
Hosp. - \$30 per mo. per employee =	864			
AD&D - \$5.20 per mo. per employee =	150			
Unemployment Ins. - .008 of first \$6,000 per employee =	118			
	<u>4,120</u>			
		4,120		4,120

<u>Fringe benefits (County In-Kind)</u>	<u>CJD SUPPORT</u>	<u>GRANTEE CASH</u>	<u>CONTRI- BUTION</u>	<u>TOTAL</u>
FICA - 3% of 122,660 = \$ 7,519				
of \$101,808 = 7,127				
Hosp. \$ per mo. per employee x 8 = 2,880				
AD&D - \$5.20 per mo. per employee x 8 = 499				
Unemployment Ins. - .008 of first \$6,000 per employee = 384				
\$18,409			18,409	18,409
Sub-Total Personnel	43,986	29,347	158,954	232,287

B. PROFESSIONAL AND CONTRACT SERVICES

Expert Witness Expense - Because of the unusual and complex nature of white collar crime, it is often necessary to expend funds for finding volunteers who will serve as expert witnesses in cases, and to compensate them for their services. Examples are accountants, geologists, and personnel who have expertise in analyzing bank records.

Sub-Total	<u>2,400</u>	<u>1,600</u>	<u>4,000</u>
	2,400	1,600	4,000

The figure shown here is an estimate, based on three and one-half years' experience of the unit. Only actual and necessary expenses will be charged.

C. TRAVEL

It is necessary for investigators and attorneys assigned to the Special Crimes Section to take trips to cities both inside and outside the State in the course of their investigations. It is also necessary for the Special Crimes Section to occasionally ask law enforcement officers from other jurisdictions (particularly the San Antonio Police Department) to make trips. Payment of expenses for such officers would be considered only when they are assigned to Special Crimes Section cases.

Travel *in-state (anticipate use of Section's cars)
 *out-of-state (\$280 based on coach class air fare to New York, N.Y. and return)

Food and lodging \$42 per day (based on \$12 food and \$30 lodging). Average out-of-state trip is for three days. Average in-state trip is for two days.

Above in accordance with Bexar County travel regulations. Only actual and necessary expenses will be charged against the grant.

C. <u>TRAVEL (Cont.)</u>		<u>CJD</u> <u>SUPPORT</u>	<u>GRANTEE</u> <u>CASH</u>	<u>IN-KIND</u> <u>CONTRI-</u> <u>BUTION</u>	<u>TOTAL</u>
<u>Out-of-State</u>					
Travel	\$ 280				
3 x \$42	126				
Cab and Miscellaneous	10				
	<u>\$ 416</u> x 10 man/trips	\$ 2,496	\$ 1,664		\$ 4,160
	= 4,160				
<u>In-State</u>					
Travel	\$ 60				
2 x \$42	84				
	<u>\$ 144</u> x 11 trips	950	634		1,584
	= 5,744	\$ 3,446	\$ 2,298		\$ 5,744

F. SUPPLIES AND DIRECT OPERATING EXPENSE

Car maintenance and repair		1,800	1,200		3,000
Gas, oil, and lubrication		4,200	2,800		7,000
4 vehicles (\$200 per car per mo. = \$2,400 x 4)		5,760	3,840		9,600
Confidential expenditures		1,200	800		2,000
Investigative expense		3,000	2,000		5,000
Supplies		600	400		1,000
Car insurance		960	640		1,600
Office space for 10 new employees (10 x 150 sq. ft. x 40¢ per sq. ft. x 6 mos.)		3,324	3,876		7,200
	Sub-Total	\$20,844	\$15,556		\$36,400

Car maintenance and repair - this estimate is based on three and one-half years' experience of the Unit, using leased automobiles. This is an estimate; only actual costs will be charged.

Gasoline-oil-lubrication - this is an estimate, based on three and one-half years' experience operating two automobiles; only actual costs will be charged.

Vehicles are needed for use by investigators and attorneys of the Special Crimes Section.

F. SUPPLIES AND DIRECT OPERATING EXPENSE (Cont'd)

	CJD SUPPORT	GRANTEE CASH	IN-KIND CONTRI- BUTION	TOTAL
--	----------------	-----------------	------------------------------	-------

Continental expenditures - Three and one-half years' experience by the Unit has shown the need for "buy money", for the securing of information which may further an investigation or provide evidence which can be used in prosecution.

Investigative expense - In the past several years of operation, the Special Crimes Section has discovered that there are certain expenses which are unique to this operation. For instance, the renting of storage space to store evidence and property which are recovered in large bankruptcies and "bust out" schemes. Also, the renting of motel rooms and other space for the purpose of surveillance. Also, on one occasion, the hiring of a day laborer for the purpose of running inventory on a large amount of furniture. On at least three occasions, trucks were rented for the purpose of hauling stolen property back to San Antonio. Amount shown here is an estimate, based on two and one-half years' experience of the Section. Only actual costs will be charged.

Supplies - This is an estimate, based on three and one-half years' experience of the Section. Only actual costs will be charged to the project.

Car insurance - This figure is an estimate, based on experience with car insurance for leased automobiles during the past three and one-half years. Only actual costs will be charged.

G. INDIRECT COSTS

Negotiated lump sum in accordance with CJD Policy Statement No. G-606 to reimburse the County Auditor for costs incurred as Financial Officer for bookkeeping, making reports, handling payroll checks, etc.

	\$ 2,525	\$ -0-		\$ 2,525
Sub-Total	\$ 2,525	\$ -0-		\$ 2,525
TOTAL	\$ 73,201	\$48,801	\$158,954	\$280,956

12 Previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD - LEAA
- B. Grant title: Expansion of District Attorney's Special Crimes Section
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: 79-D2-5605
 (If budgeted for 1979 but grant award not yet made, check here xxxx).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 21
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

This is the third request for funding, but this project is in its second year of funding.

1. Staffing, Under the Bexar County Criminal District Attorney's structure, this section has five attorneys, three investigators, three law student interns, and two para legal assistants, divided into either the category of "White Collar Crime" or "Organized Crime".

2. Significant Accomplishments - During this years grant period, most of our goals were met, some accomplishments of note was an investigation which resulted in the recovery of approximately one million dollars, and of the three individuals filed on, we have had one conviction, one pending plea after testifying and one awaiting trial. The voluntary return of items stolen by other employees of this firm is still continuing.

3. Significant Problems - Because of the assigned responsibility by the District Attorney, the section has achieved over 630 convictions since January 1, 1976. Five hundred of those occurred since January 1, 1977, since the expansion. The case load, coupled with the fact that the section investigates many of the cases, and handles most of the cases from investigation through trial, has resulted in a major problem in that there is not enough time or personnel to conduct complicated investigations. At the present time we are conducting ten major investigations, in addition to the regular work load. More resources are needed for the education of the personnel to handle these complicated investigations.

4. Major Program Changes - No major program changes are contemplated during this coming period.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 24 Months

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

Four horizontal lines for providing details on affected local planning units and coordination efforts.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

The Project Director will make regular reports to the Criminal Justice Division as required, citing progress made toward achieving the goals and objectives shown earlier. In the ninth month of the grant period, the Project Director will make a written assessment of the success of the project toward achieving the goals and objectives, as of that time. This assessment will be forwarded to the Criminal Justice Division and to Commissioners' Court.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page _____ of _____

Grantee Name, Address, and Telephone Bexar County District Attorney's Office San Antonio, Texas 78205 512-220-2379	Grant Number <u>79-D2-5605</u> * Grant Title <u>Expansion of District Attorney's Special Crimes Grant</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>John L. Quinlan, III</u>
--------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
SEE ATTACHED LETTER														
To achieve at least 50 convictions in cases of fraud, embezzlement, procuring, prostitution, swindling, etc.	45	40 to 65												
To achieve at least 220 convictions or restitution in worthless check cases.	200	180 to 250												
Project Director's Initial														
Grant Manager's Review														

VA-79

PNS Page 6

BILL M. WHITE
CRIMINAL DISTRICT ATTORNEY



BEXAR COUNTY COURTHOUSE
SAN ANTONIO, TEXAS 78205

Mr. Larry Craddock
Program Director
Criminal Justice Division
Office of the Governor
Austin, Texas

October 27, 1978

RE: GRANT NO.
SPECIAL CRIMES SECTION

Dear Mr. Craddock:

The following is an evaluation of the Bexar County District Attorney's Special Crimes Section's grant. The goals for the grant were set out on pages 5A and 5B of the Grant Application.

At this time, the Special Crimes Section is complying with the requirements of the Speedy Trial Act, which fully meets our first two goals. No Special Crimes cases have been dismissed due to the Speedy Trial Act.

Concerning specific quantified case objectives, the following was found:

- a) Thus far in 1978, we have handled 8 investigations involving securities fraud, resulting in seven indictments and four convictions. There are presently four investigations pending.
- b) Only two cases have been handled this year on bookmakers. However, most bookmaking cases occur in October, November, and December after the football season is in full swing. One of our investigations resulted in a federal conviction.
- c) Three home improvements swindler investigations have resulted in four indictments with one conviction and three cases still pending. The person convicted was a well-known home improvement swindler and got 20 years to do.

- d) There were 202 hot check cases filed in the first nine months of 1978. Through the Check Section, we have collected \$541,080.70 the first nine months.
- e) In 1978, we were involved in the investigation of eight separate auto theft rings resulting in the filing of 25 cases, five of the eight rings are definitely out of operation. The others are being watched. Further, in the first seven months of 1978, immediately following the arrest of members of one of the major rings, the auto theft rate dropped 15% in San Antonio. Thus far, we have obtained 11 convictions.
- f) Two credit fraud cases have been filed and two convictions obtained, one for 5 years.
- g) Three investigations into the area of fencing operations have been conducted resulting in six indictments. Through one investigation alone, we cleared 27 cases we have had three convictions thus far.
- h) In 1978, thus far, we have uncovered no bankruptcy fraud schemes.
- i) Thus far in embezzlement cases we have obtained approximately ten convictions and there are approximately ten cases under investigation.
- j) Thus far this year, we have found little activity in the shoplifting rings due to the conviction and imprisonment of the head of the notorious Lerma gang. However, we have had three convictions.
- k) At the time this goal was set, we had additional prosecutors and investigators written into the grant. When the grant was cut in half, the goals were not changed. We had planned to intensively investigate the forgery gangs which have plagued San Antonio, but because of the lengthy auto theft investigations and the shortage of personnel, this never took place. However, we did send one of the notorious forgerers to the penitentiary for 15 years and have had eight additional convictions with two awaiting Grand Jury and two awaiting trial.
- l) Again, because of the lack of personnel and other priorities, it was decided to turn these cases over to the prosecution teams who are now handling credit card cases.
- m) Two hindering secured creditor cases were brought to the District Attorney's Office. In both cases, before

OCTOBER 27, 1978

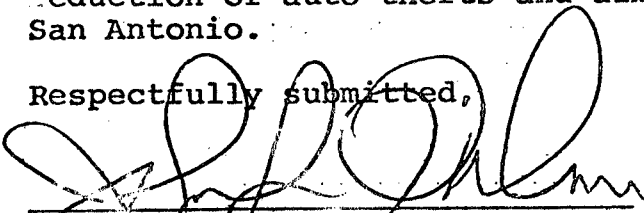
complaints were filed, restitution was made and the cases dropped.

- n) Seven major investigations delved into alleged crimes against public administration, which have resulted in two indictments, and six of these alleged crimes are still under investigation.
- o) Two investigations concerning misapplication of fiduciary interested were investigated thus far, resulting in four convictions of ten years each and one case awaiting trial.
- p) Two cases of aggravated perjury are presently under investigation.
- q) Two convictions for barratry were obtained so far in 1978.
- r) Presently we have pending seven investigations concerning official misconduct, the same as public administration, as these crimes are similar. Two indictments have been returned for official misconduct.
- s) This year, we have had four investigations of aggravated promotion of prostitution, with four indictments, three convictions, and three of the four places shut down.
- t) There are four on-going investigations on criminal obscenity with eleven convictions.
- u) Three organized crime gangs have been investigated. All are on-going. So far, ten indictments have been returned with two convictions.

In summary, during 1978, thus far, the Special Crimes Section has obtained 74 convictions and approximately 98 misdemeanor convictions. These convictions have resulted in excess of \$8,600.00 paid in Court costs and fines in excess of \$16,500.00. Restitutions for victims was collected of over \$100,000.00 and over a half million dollars was recovered in the computer thefts of the Data Point Corp., which does not include the over half million dollars collected in restitution by the Check Section mentioned earlier in this report.

The major part of the Special Crimes' goal have been met, with the reduction of auto thefts and almost every other special crimes in San Antonio.

Respectfully submitted,


JOHN L. QUINLAN, III
Project Director

JLQ/j

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Expansion of District Attorney's
 *TITLE Special Crimes Section

PROJECT START DATE November 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate A-95 clearinghouse for review.													
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.													
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in													
Project Director's Initial													
Grant Manager's Review													

PNS Page 7

* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See Instructions on Page 11 and 12 of this form.
 CJD-1

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Expansion of District Attorney's
 *TITLE Special Crimes Section

PROJECT START DATE November 1, 1979

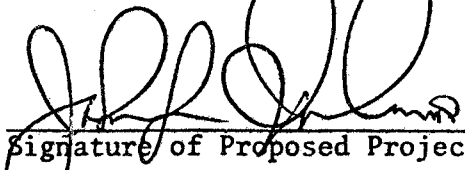
REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION	* Date To Be Completed	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK		Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.													
Project Director's Initial													
Grant Manager's Review													

These three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.



Signature of Proposed Project Director

Signature of Financial Officer

JOHN L. QUINLAN, III

(Please print or type) Name

Oliver Lewis, Jr.

(Please print or type) Name

PROJECT DIRECTOR, CHIEF
OPERATIONS DIVISION AND
SPECIAL CRIMES SECTION
DISTRICT ATTORNEY'S OFFICE

Address
BEXAR COUNTY COURTHOUSE
SAN ANTONIO, TEXAS 78205
512/220-2379

Telephone

County Auditor

Title
Bexar County Courthouse
San Antonio, TX 78205

Address
(512) 220-2330

Telephone

12/13/78

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

County Judge

Title

Bexar County Courthouse
San Antonio, TX 78205

Address

(512) 220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 6
5. CJD PROGRAM NUMBER 79- B 0 4
6. PROPOSED APPLICANT S A N A N T O N I O
7. PROJECT TITLE S A P D L A T P R T S U P U 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 0 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 1 5,6 5 0
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) N

The above information is correct to the best of my knowledge.

Walter Brock
Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY	
Pro	No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 0 6</u>
3. CJD Program Number:	<u>79 B 0 4</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: City of San Antonio
7. Project title: S.A.P.D. Latent Print Supportive Unit
8. Proposed grant period: from 11 / 1979 to 10 / 1980
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 10 / 1979
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

This proposal addresses all crime wherein latent fingerprints comprise some portion of the evidence. Thrust is on the crimes of burglary and theft.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

Burglary and theft have been the fastest growing crimes among the index offenses. Multimillion-dollar losses are chalked up to these offenses every year. Some law enforcement strategy must be developed to turn the trend downward and bring the crime rates within acceptable limits.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

To increase latent print comparisons to 4,800 per year (400 per month). Pre-project average was 850 per year and last year goal was 2,400.

As a result of this increase in comparisons, to realize an increase in suspects identified. The goal is 360 per year (30 per month).

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

Two police officers trained in latent fingerprint comparison offer dedicated identification service to law enforcement agencies throughout the twelve-county AACOG region. Latent prints submitted by these agencies are compared to fingerprint cards on file at S.A.P.D. The San Antonio officers also offer expert witness testimony for latent print evidence to stand up in court. They travel to the surrounding courts as necessary. These men are under the supervision of Sergeant John Toscano, Supervisor of Identification Bureau. The Project Director is Captain Pete Casias, Bureau Commander.

Coordination is handled by Sergeant Toscano as he maintains balanced workloads and verifies the 'hits' of the latent print technicians, carries out liaison with the surrounding jurisdictions and schedules court appearances as becomes necessary. More than one hundred officers from other jurisdictions have been trained in the art of fingerprinting subjects properly and in lifting and preserving of latent prints.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$26,509	\$17,673	\$44,182		\$44,182
B. Professional & Contract Services					
C. Travel	587	391	978		978
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	360	240	600		600
G. Indirect Cost***					
H. Total	\$27,456	\$18,304	\$45,760		\$45,760

(BMCJC \$15,650)
(AACOG \$11,806)

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

<u>A. PERSONNEL</u>	<u>CJD</u>	<u>Local Cash</u>	<u>Total</u>
Two sworn police officers qualified as fingerprint technicians @ \$17,450 x 2 = \$34,900	\$20,940	\$13,960	\$34,900
Fringe Benefits - Retirement, Insurance, Clothing Allowance, etc.	\$ 5,569	\$ 3,713	\$ 9,282
	<u>\$26,509</u>	<u>\$17,673</u>	<u>\$44,182</u>
<u>C. TRAVEL</u>			
Allowance to compensate two officers for use of personal vehicles for travel to other jurisdictions for court appearances. In accordance with grantee travel policy.	\$ 587	\$ 391	\$ 978
<u>F. SUPPLIES & DIRECT OPERATING EXPENSES</u>			
Consumable chemicals, print cards, postage, etc.	\$ 360	\$ 240	\$ 600
<i>*Consult CJD continuation funding policy.</i>	<u>\$27,456</u>	<u>\$18,304</u>	<u>\$45,760</u>

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

ious funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: S.A.P.D. Latent Print Supportive Unit
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-B04-5601
 (If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 23
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

The project is in the second month of the second year of funding, as of this writing (Dec. '78). Project became operational with the assignment of Officers R. Frausto and J. Heckman on November 5, 1977. These fingerprint technicians have exceeded expectations by achieving over 8,000 cases handled and more than 5,600 suspects checked, resulting in 316 positive identifications for 96% of goal. It is estimated that this effort has cleared almost 3,000 burglary and theft cases in the region.

No program changes are contemplated. No significant problems have developed.

are funding:

If this project is funded, for how many additional months will

CJD funding be requested? 24

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/~~will not~~) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

There are two planning units in the region. These are Alamo Area Council of Governments and Bexar Metropolitan Criminal Justice Council. The planning function for this project is supplied by the latter organization with the approval of the former, as evidenced by A-95 Review.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project, the Project Director will make a written assessment of the extent to which project has achieved stated goals using as criteria, the Indicators on page 6 of this document.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE November 1, 1979

Page _____ of _____

Grantee Name, Address, and Telephone City of San Antonio P. O. Box 9066 (225-5661) San Antonio, TX 78285	Grant Number _____ * Grant Title <u>S.A.P.D. Latent Print</u> Supportive Unit _____	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Pete Casias</u>
-------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting														
			Q1			Q2			Q3			Q4					
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12			
To achieve 4,800 latent print comparisons per year. (400 per month)	4,700	3,000 to 5,000															
To identify 360 suspects per year from latent prints. (30 per month)	316	300 to 400															
Project Director's Initial																	
Grant Manager's Review																	

VA-92

19. We affirm that this proposed project fully conforms with the program description shown in Number 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Pete Casias
Signature of Proposed Project Director

Carl L. White
Signature of Financial Officer

Pete Casias
(please print or type) Name

Carl L. White
(please print or type) Name

Captain, S.A.P.D.
Title

Director of Finance
Title

P.O. Box 9346, San Antonio, Tx. 78204
Address

P.O. Box 9066, San Antonio, Tx. 7
Address

(512) 225-7484
Telephone

(512) 225-5661 Ext. 281
Telephone

2.13.79
Date

13 February 79
Date

Signature of Authorized Official

Thomas Huebner
(please print or type) Name

City Manager
Title

P.O. Box 9066, San Antonio, Tx. 78285
Address

(512) 225-5661
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 7
5. CJD PROGRAM NUMBER 79- C 0 3
6. PROPOSED APPLICANT B E X A R C O
7. PROJECT TITLE Y O U T H D I V P R O J 2
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 1 / 8 0
9. AMOUNT REQUESTED FROM CJD \$ 7 2,9 9 4
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER J A 7 9 C 3 5 6 0 6
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N)

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representative
Completing This Form)

CJD USE ONLY
Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1
 2. Priority Number: 0 0 7
 3. CJD Program Number: 79 C 0 3
 4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: BEXAR COUNTY

7. Project title: YOUTH DIVERSION PROJECT

8. Proposed grant period: from 02 / 80 to 01 / 81
 (month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 01 / 80
 (month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

Burglary and theft have consistently increased in Bexar County each year in recent years. Juveniles comprise a significant percentage of those arrested for the crimes of burglary and theft each year.

2. Criminal Justice system problems, and needs addressed (please identify and discuss briefly):

a) Areas outside San Antonio have no diversion services.

b) Target area (Addendum A,B) is fast growing in population and delinquent rate is increasing at a faster rate than in rest of County.

c) Many status offenders receive no service at all even when they come to the attention of law enforcement agency because transporting child to Bexar County Juvenile Probation Department- (See page 1A for continuation)

No. 2 (Cont.)

ment (a distance of up to 20 miles) may mean limiting the police protection in that community by 30-50% for up to 2 hours.

- d) Those youngsters from that area who are referred for status or other non-adjudicable offenses require a juvenile record and receive minimal service in most cases, unlike their peers who live within the city of San Antonio and have diversion and good follow-up services available through the Youth Services Project.
- e) Because of a lack of early intervention it is believed that many of the young people from this area are not receiving any services related to their behavioral problems until they come to the attention of the Juvenile Probation Department charged with serious delinquency.

of the services available through the Youth Diversion Project because of continued arrest, the case will be brought to the attention of the Juvenile Section of the D.A.'s office. If the D.A. feels that a CINS petition can be filed the case will be referred to the Juvenile Probation Department's intake section for normal processing..

Goal: To provide youth with necessary services so as to increase their accessibility to a desirable role in society.

Objective A: Diversion of youth named as non-criminal or status offenders from the juvenile justice system.

Method: Diversion of youth to occur at the community level when youngsters are referred directly to program by law enforcement personnel; at the Probation Department's intake section level and at the Juvenile Court level when the youth is not adjudicated.

Evaluation Measure: The diversion rate and the recidivism rate to the Juvenile Probation Department are adequate tools of measurement for determining the level of YDP diversion and impact. The diversion rate is to include those YDP referral's from law enforcement agencies that would have been referred to the Bexar County Juvenile Probation Department if the Project was non-existent. The recidivism rate would reflect those cases lost to the juvenile justice system for committing a more serious offense while active with YDP.

Objective B: Prevention of youth in need of help i.e., "troubled youth" into the juvenile justice system.

Method: To provide an early option referral source to schools, parents, agencies etc for troubled youth.

Evaluation Measure: The number of referrals directly from the community provide an indicator as to the level of delinquency prevention reached by YDP since the youths are assisted before being introduced to the juvenile justice system.

Objective C: The "Youth Diversion Project," concomitant with its child advocacy role, will insure needed services to assist youth are made available. Direct counseling services aimed at helping the client define and achieve positive life goals are provided. A wide range referral system will provide a) diagnostic services b) remedial services including medical, psychiatric etc. c) recreational and cultural activities d) other supportive programs to coordinate collateral services (housing, welfare, etc.)

Evaluation Measure: Services not available in County will be identified for the purpose of establishing and promoting of such services in the future. Liaison with existing services will assure that such services are being provided for youths.

Objective D: Reduction of field caseloads as project will serve as referral source for those children being provided services under designations of "unofficial" or "advise."

Method: Collateral referral source impact. Routine caseload monitoring to provide adequate evaluative system.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

To provide youth with necessary services so as to increase their accessibility to a desirable role in society.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions. (See page 5)

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

This project will provide an agency, located in the middle of the target area, to which status and other minor offenders can be directly referred by law enforcement agencies, schools, parents, etc., thus effectively diverting them from the juvenile justice system. This unit will be staffed by a Unit Director and four counselors who will provide, on a voluntary basis, diagnostic services, counseling, and referral services as the individual needs dictate. (See Addendums A,B)

Children charged with an adjudicable offense, or those already active with the probation department or parole office at the time of a subsequent arrest will be handled in the conventional manner by being taken by the referral source directly to the Juvenile Probation Department's central office in downtown San Antonio.

When it is determined that a child's needs are beyond the scope
(See page 2A for continuation)

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	60,894	15,224	76,118		76,118
B. Professional & Contract Services					
C. Travel	5,840	1,460	7,300		7,300
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	3,760	1,564	5,324		5,324
G. Indirect Cost***	2,500		2,500		2,500
H. Total	72,994	18,248	91,242		91,242

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See pages 3A and 3B for details on budget.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

YOUTH DIVERSION PROGRAM

Proposed Budget - Fiscal Year 1980

PERSONNEL

1. SALARIES - assuming a merit increase and a 6% cost-of-living increase

Unit Director	11,169	
\$1,241 x 9 months		
1,315 x 3 months (6% cost-of-living increase)	<u>3,945</u>	15,114

Juvenile Counselors (4 positions)		
1 month	850	
8 months @ \$895 (merit increase)	7,160	
3 months @ \$948 (cost-of-living increase)	<u>2,844</u>	43,416
(\$10,854 x 4 positions)		

Clerk-Typist I		
1 month	475	
8 months @ 492 (merit increase)	3,936	
3 months @ 522 (6% cost-of-living increase)	<u>1,566</u>	5,977
		<u>64,507</u>

2. FRINGE BENEFITS
 \$64,507 x 18%
 11,611 76,118

B. TRAVEL

Travel reimbursement for in-County use of private vehicle at 12¢ per mile

Unit Director at 150 miles per week (150 x 12¢ x 50 weeks)	900	
------------------------------------------------------------	-----	--

4 Juvenile Counselors at 250 miles per week (250 x 12¢ x 50 weeks x 4)	<u>6,000</u>	6,900
------------------------------------------------------------------------	--------------	-------

Out-of-County travel: To pick up and return runaway children who are on active caseload, pre-placement interviews, and placement of children in out-of-County facilities (gasoline only)	300	
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	-----	--

Meals while on Out-of-County trips for children and Juvenile Counselor (@ \$3.00 per meal)	<u>100</u>	<u>400</u>	7,300
--------------------------------------------------------------------------------------------	------------	------------	-------

C. SUPPLIES AND DIRECT OPERATING COSTS

Rent (500 square feet @ 45¢ per sq. ft.) (500 x 45¢ x 12)	2,700	
Office Supplies (\$10 x 5 x 12)	600	
Postage	300	
Telephone (3 lines with rotary, 4 dial instruments with intercom)		
Monthly Service charge (\$102 x 12)	1,224	
Long Distance charge	<u>500</u>	5,324

D. INDIRECT COST

From Indirect Cost Table. To compensate
County Auditor for costs in making up
payrolls, accounts payable, reports, etc.

2,50091,242

vious funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: Youth Diversion Project
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: JA-79-C3-560
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 9
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

Project to be implemented January 1979 therefore no data pertinent to above category is extant.

13. Future funding:

if this project is funded, for how many additional months will CJD funding be requested? 36

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project, the Project Director will submit a written assessment using as a criteria the goals and objectives as set out on pages 2 and 2A of this application indicating to what extent it has met some. A copy of the assessment will be forwarded to Commissioners' Court and the Criminal Justice Division of the Governor's office. Also, progress reports will be submitted as required by CJD.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE January 1, 1980

Page _____ of _____

Grantee Name, Address, and Telephone BEXAR COUNTY BEXAR COUNTY COURTHOUSE San Antonio, Texas 78205 220-2,20	Grant Number _____ * Grant Title <u>Youth Diversion Project</u> _____ _____	Report Required QUARTERLY/FINAL (Circle one) Report Period _____ Date _____ * Project Director <u>Richard Moreno</u>
---------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting												
			Q1			Q2			Q3			Q4			
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	
1) To divert 100-150 youth named as non-criminal or status offenders from the juvenile justice system.	0	100-150													
2) To prevent 50-75 youth in need of help i.e., "troubled youth" into the juvenile justice system by an early option referral source to schools, parents, agencies, etc.	0	50-75													
3) To establish working agreements with various number of agencies and sources to provide needed services to 150 youth such as medical, psychological diagnostic, remedial, etc.	0	100-175													
Project Director's Initial															
Grant Manager's Review															

VA-105

IMPLEMENTATION SCHEDULE

GRANT NO. _____

Youth Diversion Project

*TITLE _____

REPORTING PERIOD _____

PROJECT START DATE February 1, 1980

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION	* Date To Be Completed	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
		Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-4-78												
2. Submit PNS to appropriate A-95 clearinghouse for review.	02-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	02-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board.	06-08-79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	07-15-79												
7. Submit to CJD project implementation material required in	01--1-80												
Project Director's Initial													
Grant Manager's Review													

In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE Youth Diversion Project

PROJECT START DATE February 1, 1980

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and items 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	02-01-80												
Project Director's Initial													
Grant Manager's Review													

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PNS Page 7A

These three items with PNS. Other items will be recorded monthly and reported to CJD quarterly.

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Richard Moreno
Signature of Proposed Project Director

Signature of Financial Officer

Richard Moreno
(Please print or type) Name

Oliver Lewis, Jr.
(Please print or type) Name

Chief Probation Officer
Title

County Auditor
Title

203 West Nueva Street
Address

Bexar County Courthouse
San Antonio, TX 78205
Address

220-2720
Telephone

(512) 220-2330
Telephone

November 29, 1978
Date

Date

Signature of Authorized Official

Albert G. Bustamante
(Please print or type) Name

County Judge
Title

Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2626
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 8
5. CJD PROGRAM NUMBER 79- E 0 6
6. PROPOSED APPLICANT S A N A N T O N I O
7. PROJECT TITLE V I C T O U T D R G P R G M 4
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 1 8 9 8 9
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 6 E 0 6 4 6 7 0
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brook
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET 4

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1
2. Priority Number: 0 0 8
3. CJD Program Number: 79 E 0 6
4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: CITY OF SAN ANTONIO
7. Project title: Victory Outreach Drug Rehabilitation Program
8. Proposed grant period: from OCT / 1979 to SEP / 1980
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: SEP / 1979
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

Project addresses the problems of drug addiction, unlawful possession of drugs and unlawful sale of drugs to satisfy a drug addiction.

2. Criminal justice system problems and needs addressed (please identify and discuss briefly):

Facilities for rehabilitating the drug addict are few and most are marred by very high rates of recidivism. Detoxification, in most programs, employs methadone or other addictive chemical crutches that result in merely swapping addiction to one substance for addiction to another. A methodology based on self-motivation, character development and religion has established an enviable record for this project.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period): To make achievers out of drug users so that they may function in society & become useful citizens.
To provide beds (residential capacity) for 40 men and 10 women at any given time.

To provide rehabilitation services to a minimum of 175 enrollees during the 12-month period of the grant.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization: The Victory Outreach Home at 1030 S. 139th is the headquarters for the detoxification and rehabilitation program. In the detoxification phase, the program does not offer any type of synthetic drugs, but relies on counseling and motivation to achieve a drug-free condition in the client. While the patient is at the Home, he or she is encouraged to attend church regularly. He and his family are encouraged to become actively involved in the many activities that Victory Outreach offers, including men's fellowship, prison visitation program, choir and speaking engagements on the subject of drug abuse at schools and at civic meetings. Victory Outreach works with the client's entire family.

Organization: Project Director, Freddie Garcia. There are 3 people directly under the Proj Dir. which are: Home Director (Included in this are Street Work Project & Counsellors (5)). Assistant Director (School Lectures, (Drug Prev. & Education) Follow-Up Work and Barrio Rallies. Jail Ministry consists of 5 people.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel		\$ 4,800	\$ 4,800		\$ 4,800
B. Professional & Contract Services	\$ 5,645	8,468	14,113		14,113
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	13,344	15,376	28,720		28,720
G. Indirect Cost***					
H. Total	\$18,989	\$28,644	\$47,633		\$47,633

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

SEE ATTACHED PAGES FOR BUDGET.

*Consult CJD continuation funding policy.

**A required 2 cash contribution must be provided for all equipment purchases in a program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

BUDGET NARRATIVE FOR APRIL 1, 1979 TO MARCH 31, 1980

<u>A. PERSONNEL</u>	<u>CJD SUPPORT</u>	<u>GRANTEE CASE CONTRIBUTION</u>	<u>TOTAL</u>
Personnel : (100 X 4 X 12)	-0-	\$ 4,800	
Sub-Total	<hr style="width: 50px; margin: 0 auto;"/> -0-	<hr style="width: 50px; margin: 0 auto;"/> \$ 4,800	\$ 4,800
 <u>B. PROFESSIONAL AND CONTRACT SERVICES</u>			
Teachers and Invited Speakers	\$ 4,368	6,552	
<p>Teachers and invited speakers are an integral part of the Rehabilitation Program at Victory Outreach. The teachers and speakers are para-professionals, reformed drug addicts and alcoholics who are experts in this field. Figure is based on an estimate of 728 hours of speaking and teaching sessions at \$15 per hour. (\$15 X 728 hours = \$10,920). Only actual and necessary costs will be charged to the grant.</p>			
Bookkeeping Service			
<p>The services of a bookkeeper are badly needed by Victory Outreach in order to keep up with ever-increasing reports which have to be sent to CJD and City of San Antonio Fiscal Planning and Control Division. It is anticipated that this bookkeeping service will be used once a month at a rate not to exceed \$15 per hour. In the past Mr. Leroy L. Fairall Co was our bookkeeper, however, due to inaccurate posting in Mr. Fairall's office, we plan to obtain a man who is able to work with us in our office in this area.</p>			
It is estimated that 10 hours a month will be required. \$15 X 10 hrs. X 12 mos. = \$1,800. Only actual and necessary costs will be charged.	720	1,080	
Peer Evaluation			
<p>Victory Outreach will contract for peer evaluation and technical assistance with an agency offering such services, possibly Texas Department of Criminal Justice here in San Antonio, subject to prior approval of CJD. Only actual and necessary costs will be charged.</p>			
	<hr style="width: 50px; margin: 0 auto;"/> 557	<hr style="width: 50px; margin: 0 auto;"/> 836	
Sub-Total	\$ 5,645	\$ 8,468	\$14,113

VICTORY OUTREACH

PROPOSED BUDGET NARRATIVE FOR APRIL 1, 1979 TO MARCH 31, 1980

<u>SUPPL. AND DIRECT OPERATING EXPENSE (Cont'd)</u>	<u>CJD SUPPORT</u>	<u>GRANTEE CASH CONTRIBUTION</u>	<u>TOTAL</u>
Printing - This includes binding, reproductions, photocopying, pamphlets, brochures, tracts and other reading materials and forms. It is anticipated that this amount will increase each year due to rising printing costs. Only actual and necessary costs will be charged to the grant.	\$7,000		
Utilities - Figure is based on estimate of \$135 for each of the three facilities mentioned before. (\$135 X 3 X 12) Only actual and necessary costs will be charged to the grant.	1,944	\$ 2,916	
Office Supplies - (To be purchased under grant) This includes stationery, films, printed forms, and small equipment.	1,000		
Maintenance and gasoline for van - cost is based on estimate of \$30 per week (\$25 X 52 = \$1,560).		1,560	
Postage	700		
Food (725 X 12)		8,700	
Medical Supplies		300	
Drug Prevention materials (records and albums)		1,000	
Donations to needy (emergency)		700	
Consumable Office Supplies which may not be purchased under grant funds.		200	
Rental of Facilities - Victory Outreach Offices 658 N. San Eduardo has 1,265½ Sq. Ft. (100 per month X 12)	1,200		
Victory Recreation Center, 1316½ Guadalupe has 1,700 Sq. Ft. (\$125 per month X 12)	1,500		
	<hr/>	<hr/>	<hr/>
Sub-Total	\$ 13,344	\$ 15,376	\$28,720
	<hr/>	<hr/>	<hr/>
TOTAL	\$ 18,989	\$ 28,644	\$47,633

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: VICTORY OUTREACH DRUG REHABILITATION PROGRAM
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-78-E06-467
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 36
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 12

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the ninth month of the project, the Project Director will make a written assessment using as criteria the indicators and goal achievement as shown on page 6 of this application. A copy of this assessment will be submitted to the Criminal Justice Division of the Governor's Office, Bexar Metropolitan Criminal Justice Council and the office of Economic Employment and Development Division of the City of San Antonio.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page of

Grantee Name, Address, and Telephone CITY OF SAN ANTONIO PO BOX 9066 SAN ANTONIO, TEXAS	Grant Number _____ Grant Title <u>VICTORY OUTREACH Drug</u> <u>Rehabilitation Program</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>REV. FREDDIE GARCIA</u>
--------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------

Indicator	Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Maintain Capacity of 40 Men & 10 Women	50	From 40 to 50 Beds												
Minimum of 150 enrollees	163	175 to 200												
Project Director's Initial														
Grant Manager's Review														

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IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Victory Outreach Initiative Program Rehabilitation Program

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-4-78												
2. Submit PNS to appropriate A-95 clearinghouse for review.	2-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	1-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	2-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board	6-8-79												
6. Mini-Block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	7-15-79												
7. Submit to CJD project implementation material required in	9-1-79												
Project Director's Initial													
Grant Manager's Review													

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PNS Page 7

1 In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form. n CJD-1

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE Victory Outreach Drug Rehabilitation Program

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	10-1-79												
Project Director's Initial													
Grant Manager's Review													

1 In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

17 We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Freddie Garcia
Signature of Proposed Project Director

Signature of Financial Officer

REV. FREDDIE GARCIA
(Please print or type) Name

Carl L. White
(Please print or type) Name

PROJECT DIRECTOR
Title

Director of Finance
Title

PO BOX 37387, San Antonio, Texas
Address

P. O. Box 9066
San Antonio, TX 78285
Address

433-0028
Telephone

(512) 225-5661
Telephone

December 4, 1978
Date

Date

Signature of Authorized Official

Thomas E. Huebner
(Please print or type) Name

City Manager
Title

P. O. Box 9066
San Antonio, TX 78285
Address

(512) 225-5661
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 0 9
5. CJD PROGRAM NUMBER 79- D 0 3
6. PROPOSED APPLICANT B E X A R C O _____
7. PROJECT TITLE C O M P A S S T R A N S Y 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 2 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 4 0 6 2 3
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 D 0 3 5 6 0 7 _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N)

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY

Proj. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1

2. Priority Number: 0 0 9

3. CJD Program Number: 79 D 0 3

4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: Bexar County

7. Project title: Computer Assisted Transcription System III

8. Proposed grant period: from Jan. / 1980 to Dec. / 1980
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: December / 1979
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

This project addresses all crimes of the grade of felony.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The crowded docket of the criminal district courts of Bexar County has increased in the last two years from an average of eighty causes per week to one hundred twenty causes per week. The number of defendants giving notice of appeal has increased from one hundred thirty four to two hundred forty eight in the same period. It is expected that efforts to comply with the Speedy Trial Act will bring even higher docket loads and resulting criminal appeals.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

- 1) Within the 12 months of the grant period, to reduce the backlog of criminal appeals to zero in the seven participating courts.

- 2) To complete transcription of 70 to 120 pages of trial record per day (applies to cases on appeal only).

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization: The system involves equipping the court reporter with a special Stenotype machine that produces a dual record; one on the usual paper tape and one on magnetic tape. The magnetic tape is fed into a CRT equipped mini-computer which translates the tape symbols to English prose and reflects them on the screen of the CRT. A keyboard allows editing and correction as may be required and such editing is followed on the CRT. Once the record is rendered flawless, a finished issue is called for and received as the final draft. The printer accomplishes this at the rate of 30 characters per second (360 wpm). The final draft is in the proper form for presentation to our Court of Criminal Appeals. Each court reporter develops a "dictionary" which, ideally, would contain every word used in giving testimony. A memory disk is used to store the dictionary and is inserted into the machine each time a reporter uses it. The disk further serves to identify for the computer which court reporters is presently using it. In this manner differences in the "hand" of court reporters is compensated. The Atlas Remote Editing Unit is a portable self-contained device with CRT and keyboard which permits accomplishment of the editing function independent of the computer. Thus, two Atlas Units provide the same additional production capability as would two additional computers, at a fraction of the cost. Once editing is

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

Completed on the Atlas Unit the corrected tape is sent to the computer for production of a final draft. Final draft is the speediest part of the process (120 pages per hour). The remote units remove the bottle neck since editing is the slowest part of the process.

and project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$ 7,291	\$ 4,861	\$12,152		\$12,152
B. Professional & Contract Services					
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	\$31,767	\$22,221	\$53,988		\$53,988
G. Indirect Cost***	\$ 1,565		\$ 1,565		\$ 1,565
H. Total	\$40,623	\$27,082	\$67,705		\$67,705

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

<u>A. PERSONNEL</u>	<u>CJD</u>	<u>Grantee</u>	<u>Total</u>
1 Editor/Operator @ \$10,302 per annum plus fringe of \$1,850 = \$12,152	\$ 7,291	\$ 4,861	\$12,152
<u>F. SUPPLIES & DIRECT OPERATING EXPENSE</u>			
Machine rental \$2,460 per month x 12 mos.	\$17,712	\$11,808	\$29,520
4 Atlas units @ \$4,500 1 hardware interface rental @ \$1,548 \$200 shipping charges = \$19,748	\$11,849	\$ 7,899	\$19,748
250 ribbons @ \$4.50 each	\$ 675	\$ 450	\$ 1,125
400 cassettes @ \$5.95	\$ 802	\$ 1,578	\$ 2,380
12M of one-part paper @ \$7.50	\$ 54	\$ 36	\$ 90
15M - three-part paper @ \$35.00	\$ 315	\$ 210	\$ 525

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

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***See 1979 Criminal Justice Plan for Texas, Appendix C.

	<u>CJD</u>	<u>Grantee</u>	<u>Total</u>
30 print wheels @ \$10 ea.	\$ 180	\$ 120	\$ 300
1 telephone (service only) @ \$25.00 per month	<u>\$ 180</u>	<u>\$ 120</u>	<u>\$ 300</u>
	\$31,767	\$22,221	\$53,988
<u>G. INDIRECT COST</u>	\$ 1,565		\$ 1,565
<u>H. TOTAL</u>	<u>\$40,623</u>	<u>\$27,082</u>	<u>\$67,705</u>

ous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: Computer Assisted Transcription System II
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-DO3-5607
 (If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 22
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

Judge Preston Dial continues as Project Director. The Editor/Operator is Mrs. Shelley Reeves; the only person funded by the grant. Much project time was consumed in getting sole source approval to use the Baron Data Systems configuration. The Baron System is the only stand-alone system capable of effective production of the "Statement of Facts" by semi-automated mode. This statement originates with the National Center For State Courts, Washington, D.C.

Once all approvals were attained and training completed, the project moved ahead rapidly. The 175th District Court Reporter has perfected appeals in some nine cases, the lengthiest running to more than 1,700 pages of testimony with machine time of only 14.9 hours. The 186th District Court started using the system late in the year but still managed to perfect four appeals. There is great promise for exemplary performance in the current (1979) year. No program changes are contemplated for the 1980 grant period.

re funding:

If this project is funded, for how many additional months will CJD funding be requested? 24

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the grant period, the Project Director will assess the extent to which project has met stated goals using the Goal Indicators on page 6 as criteria. A copy of this written assessment will be sent to CJD.

*Only mini-block applicants are required to address this requirement.

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 *TITLE Computer Assisted Transcription System III

PROJECT START DATE January 1, 1980

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-04-79												
2. Submit PNS to appropriate A-95 clearinghouse for review.	02-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	02-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board.	06-08-79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	07-15-79												
7. Submit to CJD project implementation material required in	12-01-79												
Project Director's Initial													
Grant Manager's Review													

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12-1-79

* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See Instructions on Page 11 and 12 of this form.

17 I affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Preston H. Dial, Jr.
Signature of Proposed Project Director

Signature of Financial Officer

Preston H. Dial, Jr.
(Please print or type) Name

Oliver Lewis
(Please print or type) Name

District Judge
Title

County Auditor
Title

Bexar County Courthouse, San Antonio, Texas
Address

Bexar County Courthouse, San Antonio, Texas 78205
Address

(512) 220-2527
Telephone

(512) 220-2307
Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante
(Please print or type) Name

County Judge
Title

Bexar County Courthouse
San Antonio, Texas 78205
Address

(512) 220-2626
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 0
5. CJD PROGRAM NUMBER 79- B 0 4
6. PROPOSED APPLICANT B E X A R C O _____
7. PROJECT TITLE M E T R O R G C R C O N B U 7
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 7 4, 0 0 8
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 B 0 4 5 2 0 0
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) N

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY	
P	No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1
2. Priority Number: 0 1 0
3. CJD Program Number: 79 B 0 4
4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: Bexar County

7. Project title: Metropolitan Organized Crime Control Bureau

8. Proposed grant period: from 10 / 79 to 09 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 09 / 79
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

Organized Crime in the state of Texas and especially in San Antonio has been on the increase in recent years. The major organized crime problems that the grant project is addressed to is narcotics trafficking, organized gambling, fencing, prostitution, and pornography.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The problem of organized crime that the grant project is addressed to is being met. And with the Criminal Justice Division funding, it is being kept at a minimum.

B Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

- a) To discourage the growth of small, local operations which might grow into full-fledged syndicate operations if left alone.
- b) To discourage the movement of regional syndicates or nationwide organized crime syndicates, such as the Mafia, into both criminal activity and and legitimate business, in this area.
- c) As a consequence, to reduce the general activity in narcotics traffic, gambling, loan sharking and other operations which are subject to infiltration and control by elements of organized crime.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

- a) Within the 12 months of the grant period, to participate in, or furnish information which makes it possible for enforcement agencies to effect at least 60 arrests in activities which could escalate into large-scale operations or where elements of organized crime are suspected of being involved.
- b) Within the same period, to develop 60 dossiers on individuals known or suspected to be involved in organized crime and/or the escalation of local criminal-activity.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$63,046	\$94,570	\$157,616		\$157,616
B. Professional & Contract Services					
C. Travel	1,019	1,529	2,548		2,548
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	9,020	13,530	22,550		22,550
G. Indirect Cost***	923	1,384	2,307		2,307
H. Total	\$ 74,008	\$111,013	\$185,021		\$185,021

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See attached pages 3A and 3B for budget details.

*Consult CJD communication funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

ORGANIZED CRIME CONTROL BUREAU
 BEXAR COUNTY / CITY OF SAN ANTONIO
 P. O. BOX 9167
 SAN ANTONIO, TEXAS 78285

BUDGET NARRATIVE

A. PERSONNEL

	<u>Annual Salary</u>	<u>CJD Support</u>	<u>Grantee Cash</u>
Agent in Charge	\$ 22,140	\$ 8,856	\$13,284
Investigator I	16,404	6,562	9,842
Investigator II	15,444	6,178	9,266
Investigator III	14,916	5,966	8,950
Investigator IV	15,036	6,014	9,022
Investigator V	14,976	5,990	8,986
Investigator VI	13,380	5,352	8,028
Legal Advisor	20,820	8,328	12,492
Secretary	8,880	3,552	5,328
	-----	-----	-----
	\$141,996	\$56,798	\$85,198
FICA, Ins., Retire.	15,620	6,248	9,372
(Fringe Benefits)	<u>\$157,616</u>	<u>\$63,046</u>	<u>\$94,570</u>

C. TRAVEL

Experience indicates that it will be necessary for members of this unit to make 26 trips out of the county during the grant year. Trips will average 200 miles and two days duration.

(26 x 200 x \$.12 = \$624)
 (26 x 2 x \$37 = 1,924)

\$2,548	1,019	\$ 1,529
---------	-------	----------

NOTE: Subsistence is based on actual costs incurred up to a ceiling of \$37 per day. Only actual and necessary costs will be charged against the grant.

ORGANIZED CRIME CONTROL BUREAU
 BEXAR COUNTY / CITY OF SAN ANTONIO
 P. O. BOX 9167
 SAN ANTONIO, TEXAS 78285

SUPPLIES & OPERATING EXPENSE (from actual experience of the unit.)

	<u>Annual Total</u>	<u>CJD Support</u>	<u>Grantee Cash</u>
Office Rent	\$ 4,800	\$1,920	\$ 2,880
Office Supplies - this includes consumable office supplies, xeroxing, purchase of films for cameras and film processing.	2,000	800	1,200
Postage	\$ 150	\$ 60	\$ 90
Telephones	\$ 2,800	\$1,120	\$ 1,680
Maintenance, Office Equipment	\$ 600	\$ 240	\$ 360
Undercover Operations	\$ 3,000	\$1,200	\$ 1,800
Maintenance, Vehicles (8)	\$ 3,200	\$1,280	\$ 1,920
Fuel & Oil, Vehicles (8)	\$ 6,000	\$2,400	\$ 3,600
Category F Subtotals	<u>\$22,550</u>	<u>\$9,020</u>	<u>\$13,530</u>

G. INDIRECT COST

Lump sum to compensate the County Auditor for the costs of handling accounts payable, travel costs, payroll, etc. As per table from Guidline

	\$ 2,307	\$ 923	\$ 1,384
H. TOTALS	\$185,021	\$74,008	\$111,013

(NOTE: CJD Support is based on 40% of total project costs.)

12. Previous funding:

This project continues an existing project, identify:

- A. Funding source: Criminal Justice Division
- B. Grant title: Metropolitan Organized Crime Control Bureau
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: 79B045200
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 91 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

The Organized Crime Control Bureau has been staffed since its inception by a San Antonio Police Department Lieutenant, as head of the Bureau, a Legal Advisor from the Bexar County D.A.'s Office, two Bexar County Sheriff's Investigators, and one Bexar County D.A. Investigator, and three San Antonio Police Department detectives. A county employee serves as secretary.

Organized crime, primarily involving narcotics has been the Organized Crime Control Bureau's major target. Arrests and confiscations too numerous to mention individually have been made during this time. This bureau has seized some of the largest amounts of heroin, cocaine and marijuana in Bexar County's history. Major narcotics connected crime figures have been arrested.

In the area of prostitution and pornography, significant arrests have been made involving massage parlor operations and pornography theatres. The only hard core pornography theatre in Bexar County recently closed down primarily because of our enforcement efforts.

The Organized Crime Control Bureau has been involved in investigations of auto and truck theft organizations. Arrests involving bookie operations have also been made by this bureau.

No major problems have been encountered that would prevent reaching our goals.

No program changes are contemplated for the next funding period.

13. Future funding:

this project is funded, for how many additional months will CJD funding be requested? 12 months

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is/has not~~) applicable to the agency. If it is, state whether the agency (~~has/has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the 9th month of the project, the project director will make a written assesment using as criteria the goals and indicators on pages 7 to measure success. A copy of this assessment will be sent to the Criminal Justice Division, Commissioners Court, and Bexar Metropolitan Criminal Justice Council.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE 10 79

Page _____ of _____

Grantee Name, Address, and Telephone Bexar County (220-626) Bexar County Court House San Antonio, Texas 78204	Grant Number _____ * Grant Title <u>Metropolitan Organized</u> <u>Crime Control Unit</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Rudolph C. Garza</u>
------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Effect 60 arrests per year. (5 per month)	50 p/year	45 - 60												
Develop 60 dossiers per year (5 per month)	48 p/year	45 - 60												
Project Director's Initial														
Grant Manager's Review														

VA-141

PNS Page 6

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Metropolitan Organized Crim
 *TITLE Control Unit

CT START DATE 10/79

REPORTING PERIOD _____

chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and
 nns 3, 4, and 5 will be reported to CJD quarterly.

APPLIATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate A-95 clearinghouse for review.													
3. Submit form no later than 1/1/79 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in													
Project Director's Initial													
Grant Manager's Review													

PNS Page 7

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE Metropolitan Organized Crime Control Unit

PROJECT START DATE 10/79

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.	6/9/79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in Para. .008 of the Rule and Guideline.													
8. Project to start.	9/79												
Project Director's Initial													
Grant Manager's Review													

† In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.
 n CJD-1

PNS Page 7 A

17. affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Rudolph C. Garza
Signature of Proposed Project Director

Signature of Financial Officer

Rudolph C. Garza
(Please print or type) Name

Oliver Lewis, Jr.
(Please print or type) Name

County Sheriff
Title

County Auditor
Title

Bexar County Courthouse
San Antonio, TX 78205
Address

Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2455
Telephone

(512) 220-2330
Telephone

Feb 17, 1978
Date

Date

Signature of Authorized Official

Albert G. Bustamante
(Please print or type) Name

County Judge
Title

Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2626
Telephone

Date


CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 1
5. CJD PROGRAM NUMBER 79- C 0 3
6. PROPOSED APPLICANT B E X A R C O U N T Y _____
7. PROJECT TITLE I N M A N C H R C N P R S C 2
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 2 / 8 0
9. AMOUNT REQUESTED FROM CJD \$ _____, 5 4, 9 5 8
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER J A 7 9 C 0 3 5 6 1 2
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) Y

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY

Proj. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1

2. Priority Number: 0 1 1

3. CJD Program Number: 79 C 0 3

4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: Bexar County

7. Project title: Inman Christian Center Parallel School

8. Proposed grant period: from 03 / 80 to 02 / 81
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 02 / 80
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The project will serve the status offenders who may be truants, runaways, etc.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

There is a need to continue to address the problem of juvenile delinquency of our youth by developing programs such as the Parallel School (alternative school setting). These children require special educational and social activities that will stabilize them and ultimately mainstream them back into the public school setting.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

SEE ATTACHED NARRATIVE

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

SEE ATTACHED NARRATIVE AND CHARTS

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

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1. Methodology and Organization:

SEE ATTACHED NARRATIVE AND CHARTS

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

Inman Christian Center
Parallel School
Project Summary
Goals Methodology and Indicators of Goal Achievement

GOAL: To improve the quality of school work, prolong the educational experience and ultimately prevent the occurrence of delinquency of students that have been identified as status offenders between the ages of 10 and 13 and referred by Youth Services and Bexar County Juvenile Probation. The target population is thirty such children in the City of San Antonio.

Sub Goal I

During the first month of the project, children who have been identified as status offenders and who are between the ages of 10 and 13 will be referred to Inman Christian Center Parallel School by Youth Services and Bexar County Juvenile Probation. After the referral process, thirty children will be enrolled in the program. During the project period student attendance will be recorded and tabulated daily; an average daily attendance level of at least 88% is expected and 75% of the 30 students will show an increase of 30% over the previous year's average daily school attendance.

Methodology

Students will be identified by Youth Services and Bexar County Juvenile Probation in accordance with pre-established criteria regarding status offenders. Attendance records, academic achievement as indicated in testing data, poor adjustment to the classroom (as indicated by teacher, counselor, principal), and written observations and comments and progress reports will be requested from the appropriate School District. Case records, including individual and family information and developmental histories will be requested from all referring agencies.

Individual referrals must be endorsed by the parent or guardian of the student involved. Each referral will be accompanied by a detailed form featuring pertinent background information on the student in question. In addition to listing the reason(s) for a particular student's referral to the Center, this form will explain the rationale for such a referral and feature a brief student profile, which includes social and family data, student grades, attendance, achievement test scores, strengths, areas for improvement, comments regarding adjustment, specific problems and needs, and placement recommendations.

The Project Director and the Social Worker will carefully examine all the material accompanying the referrals (social data, testing data, attendance records, behavior profiles and written comments). Determination of which students referred are to be enrolled in the Parallel School program shall be made on the basis of particular need according to the referral information and recommendations made by the referring agencies.

Enrolled students will attend Parallel School classes at the Inman Christian Center during normal classroom hours daily during the entire school year, and attendance will be taken and recorded daily. The

program curriculum will consist of math, reading, language and social studies and will include educational field trips, guest speakers and learning games. Social Services and transportation will be on-going services offered by the program. Transportation provided will include trips to and from school, field trips, trips to the doctor, and trips to needed agencies (especially for family assistance). Social Services will be provided by the social worker for each project family requesting assistance. The Social Worker will provide individual and group counseling (especially in regards to students) and will make referrals to appropriate agencies when deemed necessary. Consistent contact and communication with each family will be stressed.

The Project Director and Social Worker will meet regularly with representatives from referring agencies as well as the school districts for the purpose of coordinating case activity, exchanging ideas and recommendations and overall, to promote the most positive program experience possible for the student.

During the summer months, a full-day recreational and educational Summer Program will be implemented. Activities will include outside sports such as swimming, basketball and baseball; field trips, day camping and overnight camping; arts and crafts and games; on-going educational activities to support the school year experience in the form of short tutoring sessions on both an individual and group basis.

Indicator of Goal Achievement

Evaluation of students progress will be made according to a variety of procedures such as testing methods utilizing the Slosson, Wide Range Achievement Test and metropolitan measures. A written student profile will be maintained on each participant throughout the year, documenting results and observations and recording the individual attendance level. If during the first project month, thirty students who meet the eligibility criteria are enrolled, this objective will be successful. If during the project year a daily attendance level of 88% is recorded for these 30 students and 75% of the 30 students show a 30% increase over the previous year's average daily attendance, this objective will be successful.

Sub Goal 2

During the project period, the specific academic needs of the individual students will be addressed in an ongoing educational process, preparing them for a successful and sustained return to full-time attendance at public school. It is expected that 80% of those students participating in the Math and Reading and Language Development Program will show a gain in post-test over pre-test and over 60% of the 80% will record a four month level gain. Tests used include Slosson, Wide Range Achievement Test and the Metropolitan.

Methodology

The student-teacher or teacher-aide ratio in the program will be five-to-one, thus facilitating individual recognition and personal attention. Classroom activities will vary according to particular student needs, but they will include the development of math, language and language-oriented skills (both in English and Spanish) for improved

academic performance. After determining students' needs, project teachers will address those needs through a series of activities set forth in the Skills Sequence Outline. Children who are unable to reach will be taught to do so according to the Fernald Method. Flash cards will be used to improve math and language and recognition skills.

Students will be given daily in-class assignments and they will enter into contractual agreements with their teachers. Parents will assist as teacher aides in the classrooms and in the implementation of the subsequent follow-up interviews on the 30 students after they re-enter the public schools.

Indicator of Goal Achievement

An initial determination of student needs in math and reading/language arts will be made on the basis of an evaluation/test to be administered during the first month of enrollment. At the end of the school year, the post-test will begin documenting levels of increase. It is anticipated that 80% of the students participating in the Math and Reading and Language Development Program will show a gain in post-test over pre-test and over 60% of the 80% will record a four month level gain.

Group evaluation sheets will be completed by teachers at the end of every month during the project period and will be examined by the project director and staff. These sheets include data on individual students' performance in various project math, reading, language and social studies activities.

Subsequent follow-up procedures to evaluate students' performance in school will include the following: at least three years of fall and spring semester surveys which will entail the completion of a questionnaire containing data on students' grades, attendance, adjustment, conduct and participation and involvement in extra-curricular activities; interviews with participating students.

- II. GOAL: To increase community involvement in the socialization and education of all children, especially in that of the thirty enrolled students. Community participation is vital to the project, and involving parents in their children's socialization and education will tap an important resource and help motivate students academically.

Sub Goal 1

100% of the parents of the 30 students enrolled in the Parallel School will be informed of their children's social and educational needs. Their children's needs and progress will be discussed with them and they will be visited at home at least once a month by the social worker and teachers who will demonstrate ways in which they can become actively involved in helping their children while enrolled in Parallel School. Further, they will attend meetings with other parents and several will serve as teacher aides. A parental involvement level of 85% is expected in various project-related activities during the project period.

Methodology

An ongoing effort to make use of the target population's greatest natural resource, the parents of the children involved, is an integral part of the Parallel School program. An active campaign will be conducted to generate interest in their children's education and development among parents. This campaign will utilize home visits by project staff, social workers, and volunteers. Upon completion of home/school contacts, all home visits, counseling sessions, conferences, and meetings with parents will be documented in narrative form and attached in the student/family record folder. It should be noted that the thrust of all such activity will be to stimulate active parental involvement in the education and social development of their young students. The emphasis will be on working in the community with parents. Parents will be invited to regular informal meetings at Inman Christian Center. The purpose of these meetings will be to show parents some of the things which are going on at school and to give them an opportunity to exchange ideas among themselves and with project staff and other interested members of the community at large. Gatherings such as these will be held once a month. In addition to discussion groups, these occasions will feature games or simulations which will allow parents to understand the role of the student more clearly. Audiovisual materials will be also used. Parents will be encouraged to participate in regular workshops and demonstrations and content will be based on parent-requests (such as learning games, new recipes, sewing, recycling, or money-saving tips). The most important formal involvement of parents will be as teacher aides. Parents who are willing to assume aide responsibility will be trained by project staff and will be given special certificates by Inman Christian Center upon completion of the project.

Indicator of Goal Achievement

If 100% of the parents are informed of their children's educational and social needs and are visited at home at least once a month by the social worker and teachers and documentation is in written form and attached in the student/family record folder, this objective will be successful.

Reports on all home visits will be prepared after each visit and submitted to the Project Director within a week. If 85% parent attendance for parent involvement activities is documented, this will be termed successful. Project staff will meet after parent meetings to discuss how to implement some of the ideas expressed into the program. They will also be encouraged to follow up on particular needs, letting parents know that their suggestions were acted on. Parents trained as teacher aides will be directly involved in the ongoing educational process, and as such they will have considerable responsibility at the decision-making level. If at least 6 parents have assisted as teacher aides during the project year, this activity will be termed successful.

- III. GOAL: To improve the self-concept of the thirty students enrolled in the Parallel School. Students who have a good self image are motivated to do well in school.

Sub Goal 1

The project will develop student self-confidence by positive reinforcement. It is projected that 100% of the students participating in the program during the project year will receive measureable positive reinforcement from teachers and project staff. Such reinforcement will come upon completion of tasks, involving oneself with the group or class in project academic and social activities and attending school regularly. Each student will receive individualized academic and social reinforcement daily from teachers and other adults who are in supportive roles in the project.

Methodology

All classes will have a teacher and a teacher aide. In these, there will be no more than 10 students in the class at any given time. The low ratio of 5:1 of students to teaching staff makes possible much more individualized attention than is normally available in regular school. This time of being "important" will serve to draw the student out and encourage him/her to take an active part in class activities. The conceptual build-up program involves the development of an identity of Self in Relation to Others. Students will also participate in a number of role playing exercises, which can assist in value exploration and clarification at the developmental level of the child. Other situations for role play might be learning communication techniques between parent and child or between teacher and student. By openly discussing their reactions and feelings after such activities, children learn much about each other and about themselves.

Indicator of Goal Achievement

This aspect of the Parallel School activities is particularly rich in evaluative opportunities, since it affords the student, as well as the teacher, a chance to measure personal development. This activity will be successful if teacher observations and records indicate that 100% of the students participating in the program have received positive reinforcement from the teaching staff for completion of tasks, involvement and attendance. Parental feedback will also be very important in this effort. All of these results will be compiled in monthly reports made by the project director and discussed in detail at bimonthly staff meetings.

Sub Goal 2

The project will expand the horizons of the children on different vocational career possibilities open to them. It is expected that 100% of the students participating in the program will receive an introduction to specific vocational careers by being exposed to at least one occupation each month during the project term.

Methodology

Varied successful representatives of the community's work force will be invited monthly by the project staff to visit with students in the Parallel School and to acquaint them with their occupations and the nature of their business. Visitors of both sexes and from all ethnic backgrounds will be invited. In addition, regular and varied field trips to different businesses and professions will be an ongoing part of the program.

Indicator of Goal Achievement

Questionnaires on different employment areas will be distributed before and after each career exposure activity. This activity will be termed successful if 100% of the students participating in the program have received an introduction to at least 10 vocations and careers during the school year. Whenever possible second visits will be arranged and their results will also be monitored by project staff.

Sub Goal 3

To relate the information gained in the classroom to the reality of each student's everyday situation, making him more aware of this own mental process and self. The student will be aided in making relationships between ideas, level of experience, fields of study and in his own mental and emotional functioning. The student will be allowed the opportunity for self-expression in a variety of materials and media, thereby reinforcing a positive self-image and also be provided with the means to see points of view other than his own. In addition, the student and teacher will be involved in creative problem solving on both affective and cognitive levels in order to provide more alternatives for thinking and behavior. It is expected that 100% of those students participating in the Social Studies program will gain new knowledge and insight, and develop an awareness of the factors that interact upon their environment. Through the completion of monthly teacher-made Social Studies unit pre and post-tests and short and long-term projects (e.g. designing models of historical inventions), 100% of these students will show a gain in new knowledge in Social Studies.

Methodology

An important part of the program will enable the student to know that history reflects a confluence of cultures in which people of various background and traditions came together to ultimately form a new nation. The student will also come to know how geography exerted a major influence on the formation of cultures throughout history, and how mankind has dealt with conflict and compromise. Students will be able to analyze objectively the values held by different types of people today. Some of these activities will be in the form of regular excursions and field trips. Students will be asked to share with other members of the class, the experiences and feelings which are part of their ethnic identity. Background information will be imparted by the

use of audio-visual aids such as the view master discs on different cultures around the world; filmstrips and records concerning related Social Studies units will be provided and the learning of new songs and dances will occur.

Indicator of Goal Achievement

Children will be encouraged to express themselves regarding these activities thereby demonstrating their knowledge verbally, dramatically, or in writing as in the fine arts. This activity will be termed successful if 100% of those students participating in the Social Studies Program gain new knowledge, insight and an awareness to their environment and selves as demonstrated by the results of the successful participation in monthly teacher-made pre and post-tests that cover each social studies unit and in short and long-term Social Studies projects as reflected by recorded results.

Project Plan

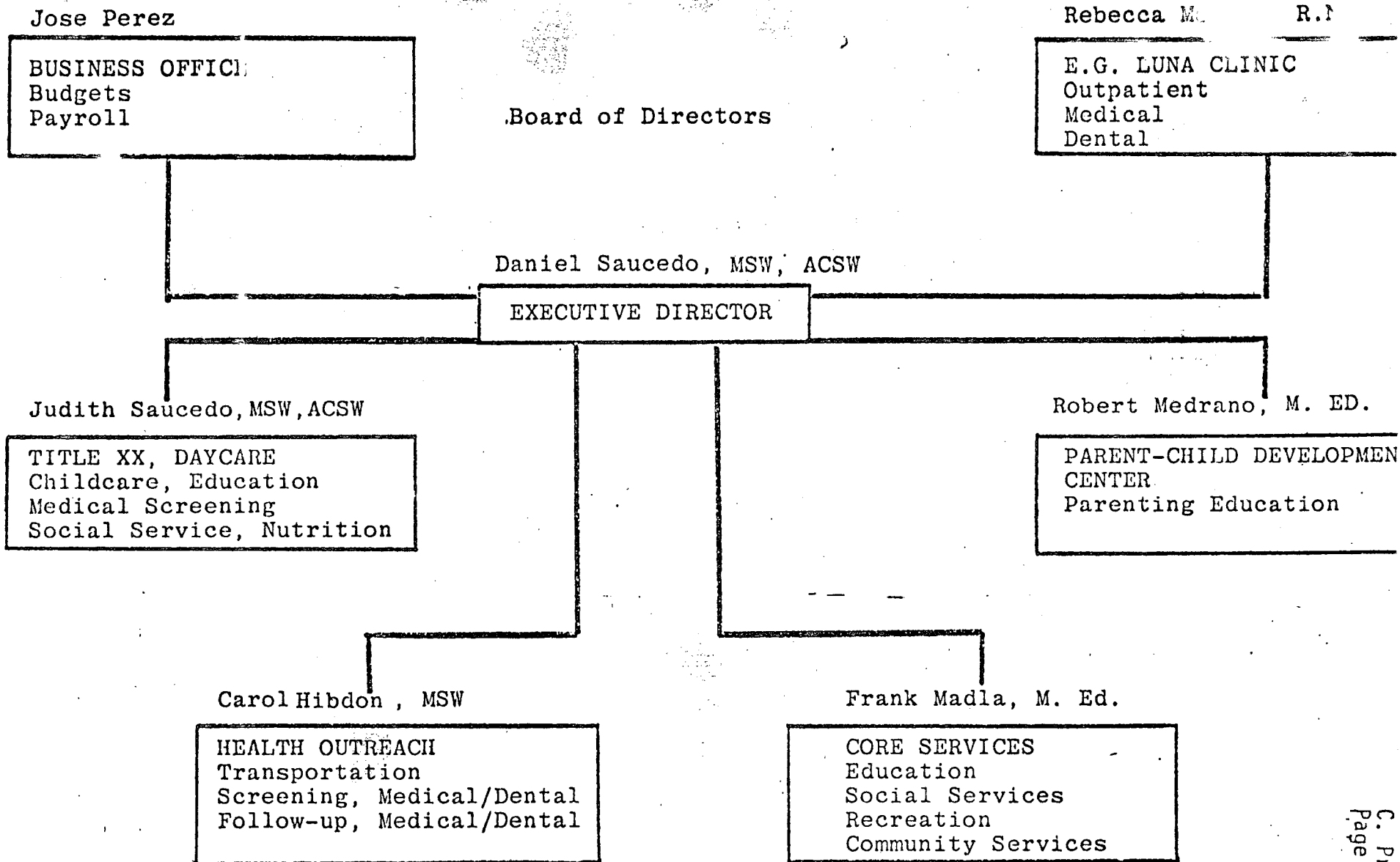
Inman Christian Center proposes to establish an alternative school setting called the "Parallel School" for thirty boys and girls between the ages of 10 and 13 who have been identified as status offenders by the Youth Services Project and Bexar County Juvenile Probation. There is a need to provide a community based program to assist this group of children through a highly individualized program that can meet their special educational and social needs. The major goal of the project will be to prevent the delinquency rate in this group while increasing their academic skills and encouraging school attendance and participation and ultimately to mainstream the students back into the public school system effectively.

In order to strengthen academic functioning and prevent dropping-out, a school setting must be designed to meet the special needs of the status offender who is the potential drop out student. Parallel School will meet these special needs through an individual and small group structure with a student/teacher ratio of 5 to 1. Three classrooms will be established to accommodate ten students each and will be furnished with the equipment and supplies necessary for instruction. Program curriculum will include Mathematics, Language, Reading and Social Studies; outside activities or P.E. will also be a part of the daily schedule. Supportive services to the student and family will include transportation, social services, referral services and counseling, medical and dental services, and psychological testing and consultation where necessary. A summer educational and recreational program will also be provided.

Another objective of the program will be to improve the students' basic skills in language, reading, and math, as well as in other academic and social areas. Certified teachers will be employed to teach these children and will be trained to understand the objectives and implementation of this program. This should improve student attendance as well as modify the affective behavior of the student. Enrichment activities will also be provided for the students as well as enlisting parental participation in the direction and evaluation of the overall program. Through this approach it is hoped that the students enrolled will be able to re-enter the public school system well adjusted and able to compete with his peers. Inman Christian Center will implement follow-up activities after the students have returned to the public schools.

INMAN CHRISTIAN CENTER

ORGANIZATIONAL CHART

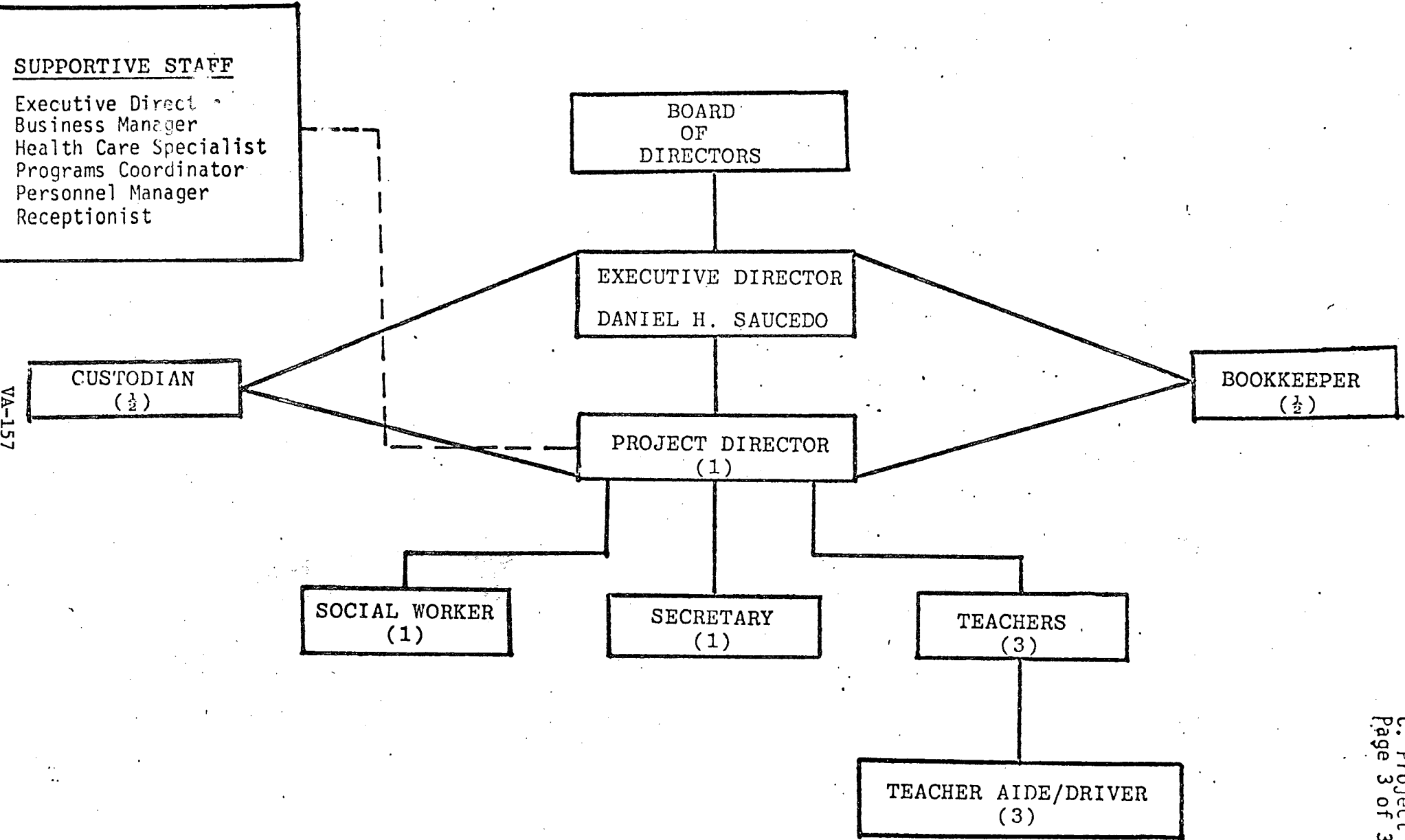


VA-156

INMAN CHRISTIAN CENTER

PARALLEL SCHOOL

ORGANIZATIONAL CHART



VA-157

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$42,998	\$10,749	\$53,747		\$53,747
B. Professional & Contract Services					
C. Travel	582	145	727		727
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	9,363	2,845	12,208		12,208
G. Indirect Cost***	2,015		2,015		2,015
H. Total	\$54,958	\$13,739	\$68,697		\$68,697

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See pages 3A and 3B for budget details.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

INMAN CHRISTIAN CENTER

PARALLEL SCHOOL

BUDGET

A. PERSONNEL

1. Salaries

Position	Number of Persons	Salary	% of Time	Number of Months	Total
Project Director/Social Worker	1	14,300	100%	12	14,300
Teachers	2	11,550	100%	11	23,100
Teacher Aide	1	6,668	100%	11	6,668
Clerk Typist	1	6,668	50%	12	3,334
Business Manager	1	16,975	10%		1,698
TOTAL SALARIES					49,100

2. Fringe Benefits

FICA, 49,100 X 6.13%					
State Unemployment Insurance 27,600 X 1.8%					3,010
Workman's Compensation, \$42,432 / \$100 = 42,432 X .30 = 127,000 = 497					
\$ 6,668 / \$100 = 6,668 X 3.30 = 200,000 = 327					
Hospital Insurance:					
1 @ \$ 43.84 X 100% X 12 mos. = 526.08					
1 @ \$ 16.89 X 100% X 11 mos. = 185.79					
1 @ \$ 16.89 X 50% X 12 mos. = 101.40					
TOTAL FRINGE BENEFITS					4,647

TOTAL SALARIES 53,747

B. PROFESSIONAL AND CONTRACT SERVICES -0-

C. TRAVEL

Staff Travel 505 mi./mo. X .12 X 12 (personal vehicles)					727
---------------------------------------------------------	--	--	--	--	-----

D. EQUIPMENT -0-

E. CONSTRUCTION -0-

F. SUPPLIES AND DIRECT OPERATING EXPENSE

Program Supplies, 192.00 /mo. X 12 mos.					2,303
Office Supplies, 44 /mo. X 12 mos.					528
Custodial Supplies 33 /mo. X 12 mos.					396

INMAN CHRISTIAN CENTER
 PARALLEL SCHOOL
 BUDGET

Medical and Dental Fees	\$16.50 /mo x 15 mos.	=	247
Vehicle Use Fee	\$110.00 /mo x 12 mos.	=	1,320
Telephone (2 phones) installation,	\$42 + 73.25 /mo. x 12 mos.	=	879
Printing and Reproduction,	\$46.75/mo. X 12 mos.	=	561
Postage and Shipping	\$ 8.25/mo. X 12 mos.	=	99
Space Cost,	\$268.50/mo. X 12 mos.	=	3,222
Participants Insurance,	\$2.75 X 30	=	83
Admission Fees,	\$55/mo. X 12 mos.	=	660
Participants Transportation,			
Operating cost of leased vehicles:	\$143.33/mo. X 12 mos.		
18,000 miles per year = 10 miles per gal. = 1,800 mi.			
1,800 miles X \$.68 /gal. = \$1,224 for gas			
\$55/mo. X 12 mos. = 660 for maintenance			
	44 for oil		
	<u>\$ 1,928 TOTAL</u>		<u>1,928</u>
TOTAL SUPPLIES AND DIRECT OPERATING EXPENSES			<u>12,208</u>

G. INDIRECT COSTS 2,015

INMAN CHRISTIAN CENTER
PARALLEL SCHOOL
BUDGET JUSTIFICATION

P. 30

A. PERSONNEL

1. Salaries. Projected salaries are based on agency and community salary for jobs with commensurate level of skills, education and training. The Director/Social Workers position has been budgeted to reflect the amount of responsibility required involving the students and the teaching staff. The Administrative and supervisory duties, as well as generating supportive community services needed are also considerations.

Teacher and Teacher Aide positions have been budgeted to reflect the amount of responsibility in working with this type of student. The half-time clerk/typist position allows clerical support for the project and the need to maintain current program records.

2. Fringe Benefits. Include FICA, cost of state unemployment, Workman's Compensation and the employer's share of the hospitalization for the employees participating.

B. PROFESSIONAL AND CONTRACT SERVICES

None Required

C. TRAVEL

The allowance for staff travel will permit the staff members to conduct activities related to the project, i.e. home visits, agency, school and community contacts; community conferences and meetings; and purchasing.

D. EQUIPMENT

Inman Christian Center will provide the office and classroom furniture necessary for program operation. There will be no equipment purchases.

E. SUPPLIES AND DIRECT OPERATING EXPENSE

1. Program Supplies. The budget amount of \$174.50/month will include all student supplies, i.e., paper, pens, pencils, crayons, scissors, paste; manuals and workbooks; audio-visual aids; bulletin board materials, games and arts and crafts materials such as paint and clay; and recreational supplies such as basketballs, and hats.
2. Office Supplies. Includes all supplies necessary for program correspondence and documentation including paper, pens, typing materials, filing materials, and office accessories.

INMAN CHRISTIAN CENTER
SCHOOL
BUDGET JUSTIFICATION

3. Custodial Supplies. Includes all cleaning and consumable supplies for office and program space such as soap, mops, paper goods, etc. necessary to adequately maintain the facility.
4. Medical and Dental Fees. \$10 per child has been budgeted to provide medical and dental services for those students requiring them. Services may include physicals, dental exams, emergency care, illness.
5. Vehicle Use Fee. One bus and one 12-passenger van will be leased in order to provide on-going transportation services to participants and their families. Use fee costs are computed at the rate of \$100 per month for the use of the two vehicles.
6. Telephone. Cost is based on the utilization of the PBX phone system installed. Funds will cover local and applicable long distance costs. Long distance calls will be logged. Cost includes the installation and use of 2 phone during the project year.
7. Printing and Reproduction. This includes xeroxing costs and outside printing costs such as stationary and checks.
8. Postage and Shipping. Costs includes all mailing expenses for correspondence to agencies, families, etc.
9. Space Costs. These include utilities, insurance, maintenance and repairs to the facility utilized by the program. Allocation is based on space and time usage.
10. Participant Insurance. These costs will provide for hospitalization or Medical care in case of accident or injury while in school or on a field trip.
11. Admission Fees. \$50 monthly has been budgeted to provide enrichment activities for the students and their families. Activities will include skating, films and movies, zoo, museums, camping.
12. Participants Transportation. Includes the costs necessary to operate the two leased vehicles (one bus, one van), i.e., gas, oil, maintenance. Transportation will be provided to and from school, on field trips and to special events, and for social and medical services.

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD LEAA
- B. Grant title: Inman Christian Center Alternate School
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: JA-79-C03-561
 (If budgeted for 1979 but grant award not yet made, check here X).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 9 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

1979 Program has not yet been initiated.

SEE ATTACHMENT FOR INMAN CHRISTIAN CENTER BACKGROUND
 AND EXPERIENCE NARRATIVE

Agency Background and Experience

Inman Christian Center is a neighborhood based community center in San Antonio, Texas, founded in 1913 by the Christian Women's Board of Missions of the Christian Church. The Center has been operating from the same site of 1214 Colima since that time; the E. G. Luna Clinic at Inman has its entrance around the corner on San Jacinto Street and additional facilities are located across Colima Street. The Center is located in the heart of the largest public housing project and serves the most densely welfare populated area (average annual income--\$4800) in San Antonio, which is zip code area 78207. The total population is approximately 110,000 (1970 Census), the majority being Mexican American. The Center has developed as a traditional community service agency, with staff trained and experienced in social work, education and health services. Staff in administrative positions hold professional degrees in their respective fields and all staff are encouraged to continue to further their education in their respective areas of competence.

The Center seeks to serve the needs of low-income children and families through services in health, education, and a wide range of individual, group and family social services. Services provided include Daycare for children 2 through 14 years; health services, including well-child, maternity, general sick, immunization, dental and EPSDT clinics; Outreach and Transportation for medical and dental services; Early Childhood education and services through the Parent/Child Development Center; individual and family counseling and groupwork; social services; youth recreation and camping; and citizenship and basic education classes in English for adults, as well as an active elderly group called the "Cadena de Amistad".

To date, the agency has trained community aides for the San Antonio Independent School District and has maintained a close working relationship in offering tutorial programs for elementary pupils, seeking referrals for children to appropriate school agencies such as the Area Learning Centers and accepting referrals from district staff for family and individual social services. Agency staff frequently participate in case staffings and conferences with school district personnel. Records are shared regarding children's progress to assist both the school district and agency in developing service plans for children. Inman Christian Center also sponsored a program for potential drop out students in the fifth and sixth grades during the years 1972 through 1975. The "Parallel School" was a community based program geared to socially and educationally deprived underachieving fifth and sixth graders. The overall goal of the program was to provide the type of instruction and support in a small group setting that would increase achievement levels in Math, Reading, Language, etc., as well as individual self concept in order to promote a successful educational experience when the student was mainstreamed back into the public school system.

13. Future funding:

this project is funded, for how many additional months will CJD funding be requested? 36

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

Four horizontal lines for handwritten response.

15. Subpart E of the EEO requirements (is/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

N/A

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

During the ninth month of the project period, the Project Director will assess and evaluate the project according to the Indicators of Goal Achievement. These include: student average daily attendance, student academic testing data, self concept development data, parent participation and attendance to project-related functions, student vocational exposure, and social service activity. The Indicators and Goal Achievement will be used to determine the success of the project.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE January 1, 1980

Page _____ of _____

Grantee Name, Address, and Telephone Inman Christian Center 1214 Colima San Antonio, TX. 78207 (512) 222-9641	Grant Number _____ * Grant Title _____ _____	Report Required QUARTERLY/FINAL (Circle one) Report Period _____ Date _____ * Project Director _____
-------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
students identified as status offenders are enrolled	0	30 students												
average daily attendance level recorded	0	80-88%												
students show increase in attendance over previous school year's attendance	0	25-30%												
students will show increase in Math, Reading and Language skills as recorded in Post-Test over Pre-Test scores	0	75-80%												
parent involvement level in project activities	0	80-85%												
parent participation as teacher aides	0	4 - 6 parents												
students to receive positive reinforcement from teaching staff	0	95-100%												
100% of students receive introductions to vocations	0	8 - 10 vocations												
students gain new knowledge, insight and awareness to their environment and themselves through the Social Studies Program	0	95-100%												
Project Director's Initial														
Grant Manager's Review														

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PNS Page 6

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Inman Christian Center

PROJECT START DATE March 1, 1980

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate A-95 clearinghouse for review.													
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.													
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in													
Project Director's Initial													
Grant Manager's Review													

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* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.
 in CJD-1

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE _____

PROJECT START DATE _____

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.													
Project Director's Initial													
Grant Manager's Review													

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In these three items with P.N.S. Other items will be recorded monthly and reported to CJD quarterly should this project be...

I affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Richard Moreno
Signature of Proposed Project Director

Signature of Financial Officer

Richard Moreno

(Please print or type) Name
Chief Juvenile Probation Officer

Oliver Lewis, Jr.

(Please print or type) Name
Bexar County Auditor

Title

Title

203 W. Nueva

Address

Bexar County Courthouse

Address

220-2720

Telephone

220-2309

Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

Bexar County Judge

Title

Bexar County Courthouse

Address

220-2626

Telephone

Date


CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 2
5. CJD PROGRAM NUMBER 79- E 0 3
6. PROPOSED APPLICANT B E X A R C O _____
7. PROJECT TITLE J A I L E D P R O _____ 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 8 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 1 1, 9 5 7
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 8 E 0 3 4 6 7 _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 1 2</u>
3. CJD Program Number:	79 <u>E</u> <u>0 3</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County, Texas
7. Project title: Jail Education Program
8. Proposed grant period: from 10 / 79 to 9 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 8 / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

This primarily addresses a criminal justice system problem. Secondary it addresses all crime problems, because it deals with incarceration of persons charged with various state and federal offenses and with violations of municipal ordinances.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

- A. The need for an improved mechanism for providing adult basic education courses to inmates in the Bexar County Jail
- B. The training of detention center personnel in human values, jail operations management, and other phases of detention work
- C. The need to continue providing inservice training to detention center personnel

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

See enclosed sheet page 2A

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

See enclosed sheet page 2B

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

1. Goals

- a. Continued 50 hours of training in human relations and values classes
- b. Continued development of guard inservice curriculum
- c. Continued testing of inmates for GED programs via the use of computer education system
- d. Inservice training of education staff in adult education curriculum development
- e. Expansion of educational curriculum for both inmates and detention center personel to include English as a Second Language, Special Education and Vocational Education subject areas
- f. Continued use of PLATO, Computer Assisted Instructional Program as an integrated tool in the diagnosis and perscriptive educational process
- g. Continue current level of providing minimum of 50 hours of adult basic education instruction to inmates
- h. Continue present level of average enrollment of 150 inmates in said courses
- i. Continue current level of enrollment of 700 inmates in said courses during 12 month grant period

Project Plan

Methodology and Organization

The methodology and organizational pattern for the proposed grant will follow the same format as the previous two years (1977-79) of the grant.

Plans for this year of the project are four-fold: service the inmate populations instructional needs, service the jail detention personnel's training and educational needs, continue the development and testing of curricular materials, and to expand the operation of the CAES system to meet the needs of juvenile offender populations for which the county is responsible.

Long range plans, contingent upon the acquisition of support, include the provision of instruction to inmates after release. Given the limited stay of the average inmate at the Bexar County Jail, program expansion is constrained as inmates will frequently leave the institution prior to completion of the instructional sequence planned for them. To circumvent this problem, as well as to provide instructional follow-up after release, the establishment of community centers linked to CAES is proposed. Furthermore, given that a portion of the inmate population is transferred to other institutions within the state, a network integrating CAES with educational programs at the other institutions is planned.

The organizational format will be the same as the previous years with the Sheriff of Bexar County as Project Director, Dr. John Knoll, Educational Co-ordinator of the Bexar County Jail, and Dr. Richard Diem, of UTSA, will direct onsite activities.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Tot Proj
A. Personnel	0	0	0	0	
B. Professional & Contract Services	10579	7052	17631	0	17,631
C. Travel	499	333	832	0	832
D. Equipment**	0	0	0	0	
E. Construction	0	0	0	0	
F. Supplies & Direct Operating Expense	364	586	950	28,800	29,750
G. Indirect Cost***	515	0	515	0	515
H. Total	11957	7971	19928	28,800	48,728

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See enclosed sheet pages 3A and 3B and 3C

*Consult CJD Continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program 86 which will require only a 10% cash contribution.

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***See 1973 Criminal Justice Plan for Texas, Appendix C.

BUDGET NARRATIVE

	<u>CJD Support</u>	<u>Cash Contri- bution *</u>	<u>In Kind Contrib- tion**</u>
A. <u>Personel</u>	-0-	-0-	-0-
B. <u>Professional and Contract Services</u>			
1. <u>UTSA Contract</u>			
a. <u>Personnel</u>			
1 consultant - pay based on 50% time of summer pay, 1979 (\$15,290 1/12X2= 2548)	1529	1019	-0-
This individual will assume overall responsibility for implementation, administra- tion and evaluation of the project. He will be res- ponsible for the planning, decision and implementation of curriculum and CAES (Computer Assisted Educa- tional System.)			
b. <u>Consultants</u>			
1. <u>Special Consultant for Curriculum and Evalua- tion</u>			
Special consultant with expertise in curriculum development and evalua- tion will be employed two days per month for 12 months. (\$100X2 days X 12 = \$2400)	1440	960	-0-

* Cash Contribution - Represents a 40 % contribution towards this project from Bexar County Funds. The percentage match is mandatory under CJD/LEAA Guidelines

** In Kind Contribution - Represents payments from special U.S. Bureau of Prisons Funds. This fund is accrued from a per diem payment to Bexar County by the Bureau of Prisons for housing federal prisoners in the jail, through agreement between the Bureau of Prisons and Bexar County

b. <u>Consultants</u> (Cont.)	<u>CJD</u>	<u>Cash</u>	<u>In-Ki</u>
2. Special Consultant In Criminal Justice will be employed two days per month for 12 months (\$100 X 2 days X 12 = \$2400)	1440	960	-0-
3. Special Consultant in Special Education will be employed two days per month for 12 months (\$100 X 2 days X 12 = \$2400)	1440	960	-0-
4. Special Consultant in Vocational Education will be employed two days per month for 12 months (100 X 2 days X 12 = \$2400)	1440	960	-0-
C. Fringe Benefits @ 15.5 % x 12148	1130	753	-0-
SUB TOTAL UTSA CONTRACT	<u>8419</u>	<u>5612</u>	<u>-0-</u>
2. Human Relations and Values Classes			
Classes to be taught in Human Relations and Values. Thirty six days of these classes will be provided throughout course of grant. (36 X 100 per day - 3600)	2160	1440	-0-
SUB TOTAL PROFESSIONAL AND CONTRACT SERVICE	<u>10579</u>	<u>7052</u>	<u>-0-</u>
c. <u>Travel</u>			
Travel to professional seminars to help disseminate project results			
Travel out of state \$280 (based on round trip, coach class air fare to New York N. Y.)			
Food and lodging \$42 (based on \$12 food and \$30 lodging) average out-of-state trip is for 3 days. 3 X 42 = 126			
<u>2 Out-of-state trips</u>			
Travel	280		
3 X 42	126		
Cab & Misc.	10		
	<u>416</u> X 2 trips = 832		
Subtotal Travel	VA-177 <u>499</u>	<u>333</u>	-0-

D. <u>Equipment</u>	-0-	-0-	-0-
E. <u>Construction</u>	-0-	-0-	-0-
F. <u>Supplies and Operating Expenses</u>			
1. 2 CDC PLATO Terminals @ 1200 per month X 12 months =	-0-	-0-	28,800
2. Office Supplies	184	466	-0-
3. Duplicating Services	60	40	-0-
4. Telephone	120	80	-0-
Subtotal Supplies	<u>364</u>	<u>586</u>	<u>28,800</u>
<u>Total Grant Costs</u>	<u>11,442</u>	<u>7,971</u>	<u>28,800</u>
G. <u>Indirect Costs</u>	<u>515</u>	<u>-0-</u>	<u>-0-</u>
Total Costs	<u>11,957</u>	<u>19,928</u>	<u>28,800</u>
Total (all contributions)		<u>19,928</u>	
Total In Kind		<u>28,800</u>	
Project 79-80 Costs		<u>48,728</u>	

12. Previous funding:

As this project continues an existing project, identify:

- CJD/
- A. Funding source: Law Enforcement Assistance Administration
- B. Grant title: Bexar County Jail Education Project
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: 78-E03-467
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 24
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

A Computer Assisted Educational System (CAE), using two Control Data Corporation (CDC) PLATO terminals was installed in the Bexar County Jail in October, 1977. The rationale for using this system falls into several areas. (1) The computer allows both the guards and inmates availability of instruction at any time, (2) The computer allows instruction to be individualized (3) Records can be easily kept, and (4) The system is easy to operate and understand. The CAE Jail Education Program, as fully implemented, enables guards and inmates access to instruction at any time. Additionally, the testing and record keeping, necessary to instruction, is also monitored. This allows more time for individual help. Inmates also use this system for (1) Testing and diagnostic purposes, (2) Remedial services and (3) Follow up activities.

The guard and inmate curriculums are being developed by Drs. Richard Diem and Peter Fairweather of UTSA. Along with the development of curriculum materials, training guides, and video-tapes lessons are also being developed.

Mr. Bill Pickle has conducted human relation and values courses to supplement the guard training curriculum.

Dr. John Knoll, as Education Director of the Bexar County Jail, has coordinated all activities. Dr. Knoll, and his staff, are also helping in the development of both the guard and inmate curriculums.

During the new funding period the number of courses that will be developed for Detention Center personnel will be broadened to include: a) Relationships with other police agencies, b) Values Clarification, c) Jail safety, d) Inter-personal relations.

Continued on next page

2. E. Continued

There will also be an emphasis placed on remedial and bi-lingual courses for the inmates. This will be concentrated in the areas of reading and mathematics.

All courses developed for the inmate population will also be made available for use in the Juvenile Detention Center.

New Consultants in the areas of Special Education, bi-lingual education and vocational education will also help the jail education staff prepare students in these areas.

Future funding:

If this project is funded, for how many additional months will

CJD funding be requested? 12

14. Multi-regional or regional-metropolitan impact:

^{not}
If funded, this project (will ~~not~~) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

Assessment will be done by Mr. Norman Cox of UTSA will evaluate the project on a quarterly basis. The basis for success will be whether or not the project goals have been carried out and accomplished as measured by 1) the students' performance in classroom activities; 2) the Detention Center Personel's modification of behavior after they have been trained and 3) the improvement in the education staffs' teaching performance

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE 10-1-9

Page 1 of 2

Grantee Name, Address, and Telephone Bexar County Texas Bexar County Court house San Antonio, TX 78205 512-220-2011	Grant Number _____ Grant Title <u>Jail Education</u> <u>Program</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ Project Director _____
---------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------

Indicator	Current Level	Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
a. Continued 50 hours of training in human relations and values classes	50 hrs	50 hrs	X	X	X	X								
b. Continued development of guard inservice curriculum	110 hrs	110 hrs	X	X	X	X	X	X	X	X	X	X	X	X
c. Continued testing of inmates for GED programs via the use of computer education system	150 students	200	X	X	X	X	X	X	X	X	X	X	X	X
d. Inservice training of education staff in adult education curriculum development	0	10				X	X	X	X	X	X	X	X	X
e. Expansion of educational curriculum for both inmates and detention center personnel to include English as a Second Language, Special Education and Vocational Education subject areas	0	10 courses						X	X	X	X	X	X	X
Project Director's Initial														

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Attachment A

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Jail Education Project

PROJECT START DATE 10-1-79

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJI quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1	See enclosed sheet 7A	12-4-78											
2		12-4-78											
3		1-1-79											
4													
5													
6	VA-184												
7													
8		10-1-79											
9		11-1-79											
10		9-30-80											
11		9-30-80											
12		9-30-80											
13		9-30-80											
Project Director's Initial													
Grant Manager's Review													

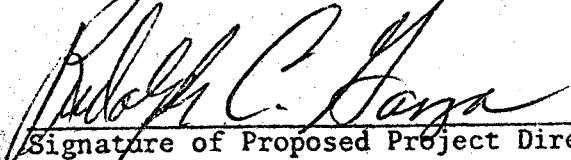
PNS Page 7

! in these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12.

Implementation Schedule

1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.
2. Submit PNS to appropriate A-95 clearinghouse for review.
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.
5. PNS for mini-block projects presented to CJD Advisory Board.
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.
7. Submit to CJD project implementation material required in Paragraph .008 of the Rule and Guideline.
8. Project to start.
9. Hire education and criminal justice consultants
10. Expansion of educational curriculum
11. Inmate Testing
12. Inservice Training For Staff
13. Assessment of Project

We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.



Signature of Proposed Project Director

Signature of Financial Officer

Rudolph C. Garza

(Please print or type) Name

Oliver Lewis, Jr.

(Please print or type) Name

Sheriff, Bexar County

Title

Auditor, Bexar County

Title

Bexar County Courthouse

Address

Bexar County Courthouse

Address

512-220-2455

Telephone

512-220- 2330

Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

County Judge

Title

Bexar County Courthouse
San Antonio, TX 78205

Address

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM


To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 0 0
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 3
5. CJD PROGRAM NUMBER 79-B 0 1
6. PROPOSED APPLICANT A A C O G _____
7. PROJECT TITLE L E T N G A C A D _____ 7
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 0 / 7 9
- *9. AMOUNT REQUESTED FROM CJD \$ _____, 2 8, 5 7 5
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 B 0 1 5 4 0 5
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

*AACOG = 36.5% (\$16,425)

BMCJC = 63.5% (\$28,575)

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1</u> <u>8</u> <u>1</u> <u>1</u>
2. Priority Number:	<u>0</u> <u>1</u> <u>3</u>
3. CJD Program Number:	79 <u>B</u> <u>0</u> <u>1</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>N</u>

6. Proposed applicant: Alamo Area Council of Governments
7. Project title: Alamo Area Law Enforcement Training Academy
8. Proposed grant period: from 01 / 80 to 12 / 80
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: October / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):
Proper training in basic police procedures as well as advanced investigative methods is necessary to provide effective police performance. Clearance rates for offenses are directly related to investigative and patrol performances. The area county law enforcement agencies and Bexar County law enforcement agencies (excluding S.A.P.D.) each exceeded the State clearance rates for all index crimes in 1977. The most recent data for 1978 show an approximate 4% decrease in total index crime in the area counties. In 1977, Bexar County (excluding S.A.P.D.) reported a 20% index crime reduction from 1976, and current data suggest a continuing downward trend in 1978. The requirement for basic training is contained in state statues and this project will meet this need as well as the specialized training dictated by current crime problems.

2. Criminal Justice system problems and needs addressed
(please identify and discuss briefly):
The requirement of ICLEOSE that every peace officer must complete basic training within six months after employment requires that a coordinated, on-going training effort be maintained. This academy trains every peace officer for each agency in the region with the exception of S.A.P.D. in the basic course. With an approximate turnover rate of 25% in forces other than S.A.P.D., the basic course assumes even more importance. S.A.P.D. is included in those agencies providing officers for the anticipated 12 one-week specialized courses. Specific training needs vary each year and training needs in the special courses are determined by surveying those agencies served. This academy is the sole source of training for those agencies served.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 1. All peace officers requiring initial training will be provided same IAW State requirements.
 2. Continue index crime reduction, improve investigative capabilities, and continue to increase the clearance rates.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The regional academy is operated by San Antonio College under contract with the Alamo Area Council of Governments. The academy is certified by TCLEOSE; all registrations are accomplished by AACOG and training monitored by the LE Advisory Board which is comprised of area agency heads. Both Bexar County SO and SAPD are represented on this board. The academy will continue its operation uninterrupted with the approval of this application. Personnel are provided training at no cost to themselves or their agencies. Exact subject content of special courses is determined by a survey of agency heads and approved by the referenced board who also monitors teaching effectiveness and instructor performance.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	7,000		7,000	120,015	7,000
B. Professional & Contract Services	30,000		30,000		30,000
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	5,000		5,000		5,000
G. Indirect Cost***	3,000		3,000		3,000
H. Total	45,000		45,000	120,015	45,000

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

PERSONNEL:

Project Director, approximately 30% of time \$ 7,000

PROFESSIONAL & CONTRACT SERVICES:

Services for the delivery of 3 basic courses and 12 special courses. Courses to be obtained from San Antonio College. 30,000

SUPPLIES AND DIRECT OPERATING EXPENSE:

Includes additional police seminar/training sessions, registration and enrollment fees for attendance at the School of Police Supervisory and other training supplies as needed. 5,000

INDIRECT COST:

Included to cover costs of publicity, mailouts, postage, printing of certificates, and bookkeeping functions. 3,000

Note: The cost of contractual services was determined through the negotiation method which is authorized by CJD guidelines. Estimated in-kind contributions of \$120,015 is based as an estimate of officer salaries while in attendance at the schools.

*Consult CJD continuation funding policy. TOTAL: \$45,000

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: Alamo Area Law Enforcement Training Academy
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC79B0154
 (If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
 October 1, 1979: 81

E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

After an initial year of training with Texas A&M as contractor, the academy was established locally at San Antonio College to provide added flexibility of course scheduling and provide increased local input into the training effort. Through December 1977, this training was provided locally at a minimum cost of approximately 32 cents per student manhour. Plans were instituted to increase the quality of training and provide needed additional staff at SAC in the 1978 application. The cost then increase to 79 cents per student manhour. The agency heads acknowledged the need for additional hours in the basic course and the regional academy has been providing a minimum 280 hour course for the past two years. Annually, agency heads are surveyed as to distinct training needs and the results are used by the LE Advisory Board to establish the ensuing year's curriculum. As emergencies arise during the year, the flexibility is evident as classes can be changed or re-scheduled as necessary. A good example is in the 1976 when the need was obvious for a Rape Investigation course. Although schedules had been printed in January, the change was made in July with a minimum of necessary coordination. Numerous officers from agencies outside the region attend the special courses and this agency has received accolades from these sources concerning content of the courses. Among those attending have been personnel from Hill County DA; Texakarna; Bellville and others. From Jan 1, 1974 to Dec. 31, 1978, a total of 1,690 officers have been trained, and approximately 65% were from Bexar County.

Future funding:

If this project is funded, for how many additional months will

CJD funding be requested? Unknown

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/~~will not~~) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

Bexar/Metropolitan Planning Unit. Coordination is on-going with the local Metro Unit. Actual pro-rating of costs is simply a determination of geographical location of agency personnel attending training. This is made possible through on-site registration of each class. During 1978

63.5% of personnel attending training were from within Bexar County with

15. 36.5% from other agencies. This is the agreed upon determinant concerning RBE. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

Bexar Metropolitan = \$28,575
Alamo Area = \$16,425

- *16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE January 1, 1980

Page _____ of _____

Grantee Name, Address, and Telephone Alamo Area Council of Gov'ts. 118 Broadway San Antonio Texas 78205 (512) 225-5231	Grant Number _____ * Grant Title <u>Alamo Area LE Training</u> <u>Academy</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Carlie E. Evans</u>
------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
No. of officers attending Basic	95	90-100												
No. of officers attending specialized courses	280	260-300												
TCLEOSE discrepancies	0	0-2												
Project Director's Initial														
Grant Manager's Review														

VA-193

We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Carlie E. Evans
Signature of Proposed Project Director

John P. Smollen
Signature of Financial Officer

Carlie E. Evans
(Please print or type) Name

John P. Smollen
(Please print or type) Name

Criminal Justice Coordinator
Title

Director of Fiscal Affairs
Title

118 Broadway, Three A Building
Address

118 Broadway, Three A Building
Address

512-225-5201
Telephone

512-225-5201
Telephone

2/12/79
Date

2/12/79
Date

Al J. Notzon
Signature of Authorized Official

Al J. Notzon
(Please print or type) Name

Executive Director
Title

118 Broadway, Three A Building
Address

512-225-5201
Telephone

Date

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 4
5. CJD PROGRAM NUMBER 79-C 0 2
6. PROPOSED APPLICANT U N I V E R S A L C I T Y _____
7. PROJECT TITLE Y T H S E R D I V P R J _____ 2
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 3/8 0
9. AMOUNT REQUESTED FROM CJD \$ _____, 4 5, 0 4 3
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.



Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
.Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1</u> <u>8</u> <u>1</u> <u>1</u>
2. Priority Number:	<u>0</u> <u>1</u> <u>4</u>
3. CJD Program Number:	79 <u>C</u> <u>0</u> <u>2</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Universal City Police Department
7. Project title: Youth Services Division/Juvenile Division/Prevention Unit
8. Proposed grant period: from 04 / 80 to 03 / 81
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 03 / 80
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

See Page 2A

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

A. Background and Justification:

The City of Universal City has a population of approximately 15,000 people. There is a major interstate highway which borders the city limits which brings additional contacts from citizens who do not reside within this City. The City of Universal City located at the northeast Bexar County Line, is near the Metropolitan City of San Antonio and is only a 15 minute drive to the downtown section of San Antonio. Randolph Air Force Base joins the City which also contributes to constant out of city persons traversing this city.

The unique location of Universal City which is bordered by Live Oak, Selma, Converse, Schertz, and Randolph Air Force Base, two Independent School Districts within the City with Randolph Air Force Base also having an Independent School District compounds the contacts with juveniles.

These facts plus others are ever increasing the juvenile contacts within this Department. The line officers are constantly expending additional efforts to curb the delinquency/supervision problems which is not allowing sufficient time for patrol/traffic activities. The Detective Division case load prohibits any type of follow-up of a diversionary nature.

B. Specific Goals Are:

- (1) Decrease the number of juveniles referred to court action by 10%.
- (2) Decrease the number of school expulsions from the school system by 5%.
- (3) Establish effective communication within the school systems by conducting rap sessions and speaking with students at school assemblies.
- (4) Establish a cohesive relationship with the Juvenile Probation Department by cooperation and coordination in developing programs for alternative solutions.

C. Indicators of Goal Achievements:

The goals previously stated are measurable and the indicators are individual goals.

Although the entire Police Department of Universal City has effectively worked with the youth, the line officers contact is usually in a most trying situation and cooperation by both the youth and parents, is not willingly given at that time.

By the line officers referring the youth offender to the Juvenile
VA-198

5a. PROJECT DESCRIPTION (Indicators of Goal Achievements)

Unit, diversionary methods will commence immediately. A more detailed, complete investigation of the situation can be accomplished and proper awareness of assistance can be established.

Although the Bexar County Juvenile Probation Department supports this City, the manpower is not adequate to create the diversionary methods that are suggested by the Criminal Justice Division

In the creation of a Juvenile Unit the referrals and contacts can be screened and diverted to alternate resources available. An effective program utilizing the proposed diversionary methods will not only assist in possible decreasing of court cases but will assist in providing alternatives to all youth of this city thereby insuring they have the opportunity of becoming productive members of society.

Attitudes to be jostered and developed include:

- (1) Make the child have an awareness of himself as an important person with abilities and talents to be cultivated.
- (2) Make the child have an awareness of the responsibility for one's actions and awareness of the consequences of acting in various ways.
- (3) Make the child have an awareness of himself as a member of a family unit with obligations to his family.

D. Project Plan:

The project, upon being established, will develop a liaison between the police and courts, schools, parents, social agencies, and interested citizens to make them aware of the services that can be provided to the youth of Universal City.

The approach that will be taken to meet the specific needs of youth offenders of delinquent conduct and supervision problems is in two general areas.

- (1) Delinquency prevention and control; to include alternatives to court referral.
- (2) Referral to other agencies.

Rapport will be firmly established with all resource agencies within the community to insure total utilization of said resources. To establish this rapport the juvenile unit will be available for speaking engagements to all civic groups, churches, and others.

b. PROJECT DESCRIPTION ((Assessment))

ASSESSMENT:

The Director of the Youth Services Bureau, Juvenile Diversion Unit, will be prepared to provide an ongoing collection of data for assessment purposes.

Reports will be provided as required by the Criminal Justice Division.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11 oposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	37,065.92	9,391.48			46,457.40
B. Professional & Contract Services					
C. Travel	2,937.60	734.40			3,672.00
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense	5,040.00	1,260.00			6,300.00
G. Indirect Cost***					
H. Total	45,042.52	11,385.88			56,429.40

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

Services Divison
3A

Budget Narrative

A. Personnel:

Director--Juvenile Unit	14,821.40
Juvenile Officer	13,153.70
Secretary	8,932.00
FICA @6.65%	2,418.41
Retirement @7.5%	2,768.03
Clothing Allowance 2 @160.00	320.00
Cleaning 2 @360.00	720.00
Insurance	3,323.86
	<hr/>

TOTAL 46,457.40

B. Travel:

900 miles per month @.17 x 2	<hr/>
	3,672.00

D. Supplies/Direct Operating Expense:

1) Rental Office Space @ 400.00	4,800.00
2) Monthly Office Supplies @ 75.00	900.00
3) Telephone Service @ 50.00	600.00
	<hr/>

TOTAL 6,300.00

Previous funding:

If this project continues an existing project, identify:

- A. Funding source: Criminal Justice Division
- B. Grant title: Youth Services Division/Juvenile Division/Prevention Unit
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 9 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

Project is to be implemented on January 1, 1979.

Future funding:

If this project is funded, for how many additional months will
CJD funding be requested? 36 months

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/~~will not~~) have impact on agencies in
more than one local planning area.

If it will, please identify all affected local planning units
and explain how coordination has been effected.

Cities of Live Oak, Selma, Converse, Schertz, and Cibolo

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency.
If it is, state whether the agency (has/has not) complied with Subpart E
of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and
what will be the basis for determining the success or failure of the project
in reaching its goals and objectives.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE April 1, 1980

Page _____ of _____

Grantee Name, Address, and Telephone Universal City 100 No. view Universal City, TX	Grant Number _____ Youth Services Division * Grant Title <u>Juvenile Diversion</u> _____	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Albert J. Lilly</u>
---------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Rape	0	0												
Assault	16	9												
Burglary	19	11												
Theft	43	25												
Controlled Substances	33	19												
Delinquent	62	36												
Total	171	100												
School Attendance	4	3												
Liquor Violation	31	19												
Inhalants	8	6												
Other C.I.W.S.	56	35												
Runaways	60	38												
Total	159	100												
			Project Director's Initial											
			Grant Manager's Review											

VA-206

PNS Page 6

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Youth Services Division

*TITLE Juvenile Delinquency

PROJECT START DATE April 1, 1980

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4			
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate A-95 clearinghouse for review.													
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.													
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in													
Project Director's Initial													
Grant Manager's Review													

VA-207

Use three items with PNS. Other items will be accepted monthly and reported to CJD quarterly.

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Youth Services Division
 *TITLE Juvenile Diversion

PROJECT START DATE April 1, 1980

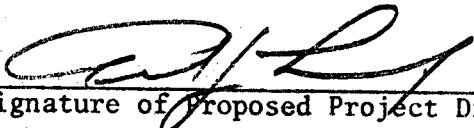
REPORTING PERIOD _____

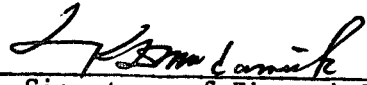
This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.													
Project Director's Initial													
Grant Manager's Review													

VA-208

7 We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.


Signature of Proposed Project Director


Signature of Financial Officer

Albert J. Lilly
(Please print or type) Name

Karl D. McCormick
(Please print or type) Name

Chief of Police
Title

Treasurer
Title

100 Northview Drive
Address


100 Northview Drive
Address

658-5353
Telephone

659-0333
Telephone

December 4, 1978
Date

December 4, 1978
Date


Signature of Authorized Official

Robert V. Green
(Please print or type) Name

City Manager
Title

100 Northview Drive
Address

659-0333 12/4/78
Telephone Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 5
5. CJD PROGRAM NUMBER 79- B 0 6
6. PROPOSED APPLICANT H I L L C O U N T R Y V I L L
7. PROJECT TITLE P O L R A D U P G R D _____ 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 1 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, _____ 2, 8 2 3
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1
2. Priority Number: 0 1 5
3. CJD Program Number: 79 B 0 6
4. RBE: Y 5. Mini-Block: No

6. Proposed applicant: City of Hill Country Village
7. Project title: Police Radio Upgrade
8. Proposed grant period: from 12 / 79 to 11 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 11 / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

This project addresses all crime especially UCR index offenses in that it embraces police radio communications.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

This jurisdiction is hampered by inadequate radio communications. Patrol cars have mobile radio transceivers which place an officer without communication when he leaves the vehicle to inspect a premises, question a bystander, etc. They have no base station, therefore any contact between a field unit and headquarters must be effected through the Sheriff's Office via radio and telephone. The result is extremely slow response time.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

- 1) To reduce response time from the present average of 10-15 minutes to 3-5 minutes.
- 2) To establish a two-way radio link between police headquarters and all field units, including foot patrol and surveillance.
- 3) To improve officer safety.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

This calls for the procurement of four VHF portable radio transceivers to be carried on the equipment belt of all on-duty officers. When an officer finds it necessary to leave his patrol car he will continue to have radio contact with other units, his base station and with the sheriff's office. A radio link will be established between police headquarters and field units by assigning one existing portable transceiver to police headquarters to serve as a base station.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel					
B. Professional & Contract Services					
C. Travel					
D. Equipment**	\$ 2,823	\$ 941	\$ 3,764		\$ 3,764
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***					
H. Total	\$ 2,823	\$ 941	\$ 3,764		\$ 3,764

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

<u>D. Equipment</u>	<u>CJD</u>	<u>Grantees</u>	<u>Total</u>
4 VHF portable radio transceivers, 4 channel capable, 4 operational, complete with carrying cases, batteries, antennas and chargers. (\$941 x 4 = \$3,764)	\$2,823	\$ 941	\$3,764
<u>H. Total</u>	\$2,823	\$ 941	\$3,764

NOTE: The above prices are based upon an existing contract between a radio supplier and a council of governments within the State of Texas.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

1 Previous funding:

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

 this project is funded, for how many additional months will
CJD funding be requested? 0

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project, the Project Director will make a written assessment of the extent to which the project has achieved goals, using the stated goal indicators as criteria.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE _____

Page _____ of _____

Grantee Name, Address, and Telephone City of Hill Country Village 5 Wind Way San Antonio, TX 78232	Grant Number _____ *Grant Title <u>Police Radio Upgrade</u> _____	Report Required QUARTERLY/FINAL (Circle one) Report Period _____ Date _____ * Project Director _____
-----------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting																			
			Q1			Q2			Q3			Q4										
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12								
Log will indicate the time that a call for service is received and the time of arrival at scene. (250 per month within 5 minutes each)	Zero	2800 to 3400																				
Log will indicate the number of transmissions between headquarters and field units. (250 per month)	Zero	2800 to 3400																				
To effect 4 surveillances per month by a foot-officer on stake out - maintaining radio contact. (4 per month)	Zero	36 to 52																				
Project Director's Initial																						
Grant Manager's Review																						

VA-216

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Signature of Proposed Project Director

Sam Reed

(Please print or type) Name

Assistant Chief of Police

Title

5 Winding Way
San Antonio, TX 78232

Address

(512) 494-3671

Telephone

Date

Signature of Financial Officer

Sherry Ornelas

(Please print or type) Name

City Secretary

Title

5 Winding Way
San Antonio, TX 78232

Address

(512) 494-3671

Telephone

Date

Signature of Authorized Official

George W. Oliver, Jr.

(Please print or type) Name

Mayor

Title

5 Winding Way
San Antonio, TX 78232

Address

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 6
5. CJD PROGRAM NUMBER 79- 0
6. PROPOSED APPLICANT O L M O S P A R K
7. PROJECT TITLE O L M P K P O L R A D 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 1/7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 2, 8 2 3
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walt Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1</u> <u>8</u> <u>1</u> <u>1</u>
2. Priority Number:	<u>0</u> <u>1</u> <u>6</u>
3. CJD Program Number:	79 <u>B</u> <u>0</u> <u>6</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>No</u>

- 6. Proposed applicant: City of Olmos Park
- 7. Project title: Police Radio Improvement
- 8. Proposed grant period: from 12 / 79 to 11 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

- 9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 11 / 79
(month) (year)
- 10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

- 1. Crime problem addressed (please identify and discuss briefly):

This project addresses all crime with emphasis on index offenses.

- 2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The Radio Communications System of the Olmos Park Police Force employs mobile radio transceivers exclusively in their patrol cars. When an officer finds it necessary to leave his car to inspect the premises to question a bystander, etc., he is left without communication. In addition, this police department is forming up a SWAT team and this group cannot function effectively without communication between individual members of the team.

7. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - 1) To provide unbroken two-way radio communications under all circumstances for field officers.
 - 2) To provide a viable radio communications system that will permit the effective operation of a SWAT team.
 - 3) To improve officer safety.
2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

This calls for the procurement of four VHF portable radio transceivers to be carried on the equipment belt of all on-duty officers. When an officer finds it necessary to leave his car he will continue to have radio contact with other units and with his base station. When a situation develops requiring the deployment of a SWAT team, these portable radio transceivers will be assigned to the four-man SWAT team.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. posed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel					
B. Professional & Contract Services					
C. Travel					
D. Equipment**	\$ 2,823	\$ 941	\$ 3,764		\$ 3,764
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***					
H. Total	\$ 2,823	\$ 941	\$ 3,764		\$ 3,764

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

<u>D. Equipment</u>	<u>CJD</u>	<u>Grantee</u>	<u>Total</u>
4 VHF portable radio transceivers, 4 channel capable, 4 operational, complete with carrying cases, batteries, antennas and chargers. (\$941 x 4 = \$3,764)	\$2,823	\$ 941	\$3,764
<u>H. Total</u>	\$2,823	\$ 941	\$3,764

NOTE: The above prices are based upon an existing contract between a radio supplier and a council of governments within the State of Texas.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in C program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

17 Future funding:

If this project is funded, for how many additional months will CJD funding be requested? none

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project the Project Director will make a written assessment of the extent to which the project has achieved stated goals, using as criteria the indicators on page 6 of this document.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE 12- -79

Page 1 of 1

Grantee Name, Address, and Telephone City of Olmos Park 119 W. El Prado Drive San Antonio, TX 78212 (Tel. 821-3281)	Grant Number _____ * Grant Title <u>Police Radio Improvement</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Jim Stewart</u>
---------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------	--------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting												
			Q1			Q2			Q3			Q4			
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12	
To achieve a minimum of 10,000 two-way radio transmissions per year as indicated by log.	0	8,000 to 12,000													
To achieve 6 radio-directed SWAT team operations per year.	0	4 to 8													
Project Director's Initial															
Grant Manager's Review															

VA-224

PNS Page 6

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Police Radio Improvement

PROJECT START DATE 12-1-79

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised*	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Issue purchase order to supplier holding open state contract.	12-7-79												
Take delivery of radio equipment.	2-15-80												
Complete testing and render equipment operational.	2-20-80												
Project Director's Initial													
Grant Manager's Review													

VA-225

PNS Page 7

* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

- 17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Signature of Proposed Project Director

Signature of Financial Officer

Jim Stewart
 (Please print or type) Name

Jerry L. Perkins
 (Please print or type) Name

Chief of Police
 Title

City Manager
 Title

119 W. El Prado Drive
San Antonio, TX 78212
 Address

119 W. El Prado Drive
San Antonio, TX 78212
 Address

(512) 824-3281
 Telephone

(512) 824-3281
 Telephone

Date

Date

Signature of Authorized Official

Jerry L. Perkins
 (Please print or type) Name

City Manager
 Title

119 W. El Prado Drive
San Antonio, TX 78212
 Address

(512) 824-3281
 Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 7
5. CJD PROGRAM NUMBER 79- B 0 4
6. PROPOSED APPLICANT S A N A N T O N I O _____
7. PROJECT TITLE S A F D A R S N I N V U _____ 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9/7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 10, 993
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 1 7</u>
3. CJD Program Number:	<u>79 B 0 4</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: City of San Antonio
7. Project title: Arson Investigation Unit
8. Proposed grant period: from 10 / 1979 to 9 / 1980
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 9 / 1979
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The percentage of cases cleared by arrest is lower for arson than for any other felony. Of those arrested, the percentage convicted is lower than for any other felony. This is especially distressing when one is aware that arson is both the costliest and fastest growing crime in the country. In addition to the huge number of known arson cases, experts believe that fully half of the fires listed as being of unknown origin are actually incendiary. The fires of unknown origin make up 40 percent of all fires.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The present arson squad has none of the sophisticated equipment necessary for analysis and investigation of fire scenes to determine the origin of fires. Without such equipment it is very difficult to make solid cases for prosecution in court.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):

To equip an arson investigation unit in such manner that they will reduce by half, the number of fires of "unknown origin", increase the number of arrests by 50 percent and provide such solid evidence that convictions will increase by 50 percent.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The Arson Investigation Unit is envisioned as being comprised of three teams of two investigators each under Chief Investigator Dan Davila. These men are all certified law enforcement officers, have been trained in arson investigation and will receive additional training in this field.

The local office of Alcohol, Tobacco and Fire Arms Criminal Enforcement has pledged support in investigation of fires where arson-for-profit is suspected or potential explosives were used as accelerants. The ATF lab facilities in Atlanta are to be made available to the unit. The District Attorney will assign an assistant to give guidance and aid in preparing cases for court. The local FBI Office has agreed to schedule arson investigation as a seminar in March of 1979.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel				\$102,358	\$102,358
B. Professional & Contract Services	-0-				-0-
C. Travel	\$ 1,808		\$ 1,808		\$ 1,808
D. Equipment**	\$ 6,185	\$ 2,062	\$ 8,247		\$ 8,247
E. Construction	-0-				-0-
F. Supplies & Direct Operating Expense	\$ 3,000		\$ 3,000		\$ 3,000
G. Indirect Cost***	-0-				-0-
H. Total	\$10,993	\$ 2,062	\$13,055	\$102,358	\$115,413

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

<u>A. Personnel</u>	<u>CJD</u>	<u>Grantee</u>	<u>In-Kind</u>	<u>Total</u>
6 Arson Investigators - salaries and fringe Chief Investigator 25% of salary and fringe			\$102,358	\$102,358
<u>B. Professional & Contract Services</u>	-0-			-0-
<u>C. Travel</u>				
To College Station and return 425 mi x .16 (Polygraph Examiner Training)	\$ 68			\$ 68
Dormitory fees \$75 per week x 8 weeks x 2 men	\$1,200			\$1,200
3 Officers to Texas Arson Conference Roundtrip transportation, meals and lodging for 3 days @ \$180	\$ 540			\$ 540
Sub-Total	\$1,808			\$1,808

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

<u>D. Equipment</u>	<u>CJD</u>	<u>Grantee</u>	<u>In-Kind</u>	<u>Total</u>
Analytic Combustion Detector				\$ 800
Ultraviolet Lamp and Portable Power Supply				150
3 Evidence Kits @ \$150				450
3 Magnifying Glasses @ \$15				45
1 Carton 20# Casting Material				15
3 Cassette Tape Recorders @ \$100				300
1 Spotting Scope (20x-45x) w/tripod				175
2 Pair Binoculars (7 x 50mm) @ \$120				240
1 Electric typewriter				400
1 UHF Portable 8 Channel Radio Transceiver				1,200
3 Mamiya Universal Press Cameras @ \$360				1,080
3 Mamiya Lenses, 100mm F3.5 @ \$220				660
3 Mamiya Lenses, Wide Angle w/optical finder @\$350				1,050
3 Mamiya Back Adapters @\$40				120
3 Mamiya Camera Backs, 6" x 7" @ \$150				450
2 Polaroid Adapters @ \$175				350
3 Camera Cases, 19" x 13" x 7 1/2" @ \$50				150
3 Sunpac Strobe Lights @ \$150				450
3 Sets (4 ea.) Nicad Batteries @ \$14				42
3 Battery Chargers @ \$40				120
			Sub-Total	\$ 8,247
 <u>E. Construction</u>	 -0-			 -0-
 <u>F. Supplies & Direct Operating Expenses</u>				
8 Tuitions to "Arson Investigation" @ \$25 (70 hour course by Texas A&M -in house)				\$ 200
2 Tuitions Polygraph Examiner @ \$800 (8 week course at Texas A&M)				1,600
2 Dormitory fees @ \$75 per week x 8 (2 x \$75 x 8 =				1,200
			Sub-Total	\$ 3,000
 <u>G. Indirect Cost</u>	 -0-			 -0-
 <u>H. Totals</u>	 \$10,993	 \$2,062	 \$102,358	 \$115,413

vious funding:

If this project continues an existing project, identify:

A. Funding source: _____

B. Grant title: _____

C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____

(If budgeted for 1979 but grant award not yet made, check here _____).

D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____

E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

60
002.10
001.10

1. Future funding:

If this project is funded, for how many additional months will

CJD funding be requested? none

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the grant period, the Project Director will make a written assessment of the extent to which the project has met stated goals.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page of

Grantee Name, Address, and Telephone City of San Antonio P. O. Box 9066 San Antonio, Texas 78285 (Tel. 225-5661)	Grant Number _____ * Grant Title <u>Arson Investigation Unit</u>	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Dan Davila</u>
----------------------------------------------------------------------------------------------------------------------------------	-------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Reduce Unknown Origin Fires by 50%														
Increase Arson Arrests by 50%														
Increase Arson Convictions by 50%														
Project Director's Initial														
Grant Manager's Review														

VA-231

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE SAFD Arson Invest tion U

PROJECT START DATE October 1, 1979

REPORTING PERIOD To

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Submit PNS to local planning unit.	12-4-78	12-1-78											
Upon receipt of Letter of Award begin procurement procedure.	9-10-79												
Submit to CJD project implementation material as required in Para. .008 of the Rule and Guideline.	9-10-79												
Project Director's Initial													
Grant Manager's Review													

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PNS Page 7

In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.

We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

[Handwritten Signature]

Signature of Proposed Project Director

[Handwritten Signature]

Signature of Financial Officer

Daniel Davila
(Please print or type) Name

Carl L. White
(Please print or type) Name

Chief Arson Investigator
Title

Financial Director
Title

P. O. Box 9346
San Antonio, TX 78204
Address

P. O. Box 9066
San Antonio, TX 78285
Address

(512) 225-7484
Telephone

(512) 225-5661
Telephone

2-13-79
Date

13 February 79
Date

Signature of Authorized Official

Thomas E. Huebner
(Please print or type) Name

City Manager
Title

P. O. Box 9066
San Antonio, TX 78285
Address

(512) 225-5661
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES: N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 8
5. CJD PROGRAM NUMBER 79-B 0 4
6. PROPOSED APPLICANT B E X A R C O U N T Y
7. PROJECT TITLE M A I N T A I N L A B C A P 2
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 0 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 3 4, 4 5 9
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 B 0 4 5 6 1 0
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.


Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 1 8</u>
3. CJD Program Number:	79 <u>B 0 4</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

- 6. Proposed applicant: Bexar County
- 7. Project title: Maintain Lab Capability for Narcotics Analysis
- 8. Proposed grant period: from 11 / 79 to 10 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

- 9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 10 / 79
(month) (year)
- 10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

- 1. Crime problem addressed (please identify and discuss briefly):

This project addresses the unlawful use of narcotics and control substances and trafficking in same.

- 2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

Project addresses a need for maintaining laboratory capability for analysis for narcotics and control substances which must be tested in order to establish evidence in criminal cases. The City of San Antonio no longer has staff chemist for these analyses and the County Medical Examiner must provide this evidence for the Courts and Prosecution.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - 1) To maintain the capability of the lab to perform narcotics and related compounds identity tests in the amount of 15,000 yearly.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The City of San Antonio no longer has chemists in the toxicology section of the Medical Examiner's Office. The requirement continues for the capability to perform some 15,000 tests on evidence submitted in narcotic cases. The Speedy Trial Act of 1978 adds to the need to perform narcotics analyses the requirement that results be speedily obtained and this in turn requires additional personnel. This project would continue one chemist and add a new slot on the staff of the Medical Examiner to provide faster handling of narcotics evidence. The two chemists will work under the direction of the Chief Toxicologist, Mr. William Wilson, who is also the Project Director. The project would also provide a Narcotics Secretary to set up and maintain an alpha-numeric index to cases whereby reference is made by surname of defendant or by evidence tag number. Secretary would also distribute the reports of toxicology tests to law enforcement agencies, respond to inquiries, etc.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

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To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

sed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Projec
A. Personnel	\$33,204	\$8,614	\$41,818		\$41,818
B. Professional & Contract Services					
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***	\$ 1,255		\$ 1,255		\$ 1,255
H. Total	\$34,459	\$8,614	\$43,073		\$43,073

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

A. PERSONNEL

	<u>CJD</u>	<u>Grantee</u>	<u>Total</u>
2 Forensic Chemists @ \$1,200 per month, qualified to all types of analyses to identify chemical compounds. (\$1,200 x 2 x 12 mos. = \$28,800)	\$23,040	\$ 5,760	\$28,800
1 Narcotics Secretary @ \$555 per month, to maintain alpha-numeric index to cases, distribute test reports, etc. (\$555 x 12 = \$6,660)	\$ 5,328	\$ 1,332	\$ 6,660
Salaries Subtotal	\$28,368	\$ 7,092	\$35,460

Fringe Benefits

Retirement @ 7% x \$35,460 = \$2,482			
FICA @ 6.85% x \$35,460 = \$2,429			
Insurance @ \$30 per month x 12 x 3 = \$1,080			
A.D. & D. @ \$5.20 per month, per person, \$5.20 x 3 x 12 \$5.20 x 3 x 12 = \$187			
Unemployment Insurance @ 1% of first \$6,000, each person 1% x \$6,000 x 3 = \$180	\$ 4,836	\$ 1,522	\$ 6,358
	\$33,204	\$ 8,614	\$41,818

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

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***See 1979 Criminal Justice Plan for Texas, Appendix C.

	<u>CJD</u>	<u>Grantees</u>	<u>Total</u>
(From Preceding Page)	\$33,204	\$ 8,614	\$41,818
<u>G. INDIRECT COST</u>			
From table, to compensate Auditor,	\$ 1,255		\$ 1,255
<u>H. TOTAL</u>			
All categories	\$34,459	\$ 8,614	\$43,073

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: CJD
- B. Grant title: Maintain Lab Capability for Narcotic Analysis
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-B04-56
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 8
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.
- Project was implemented February 1, 1979. Chemist was employed.

uture funding:

If this project is funded, for how many additional months will CJD funding be requested? 36

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the ninth month of the project, the Project Director will make a written assessment using as criteria the goals and indicators as shown on pages 2 and 6 of this application. A copy of this written assessment will be sent to the Criminal Justice Division, Commissioners' Court and Bexar Metropolitan Criminal Justice Council.

*Only mini-block applicants are required to address this requirement.

START DATE October 1, 1979

REPORTING PERIOD _____ TO _____

Part should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with applications 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Submit complete project identification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	1-4-78												
Submit PNS to appropriate clearinghouse for review.	02-28-79												
Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph 3 of the Rule and Guideline.	02-26-79												
PNS for mini-block projects presented to CJD Advisory Board. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	06-08-79												
Submit to CJD project implementation material required in	01-01-80												
Project Director's Initial													
Grant Manager's Review													

PNS Page 7

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Maintain Lab Capability
 *TITLE for Narcotic Analysis

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJT quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	02-01-80												
Project Director's Initial													
Grant Manager's Review													

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17. I affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

William J. Wilson
Signature of Proposed Project Director

Signature of Financial Officer

William J. Wilson
(Please print or type) Name

Oliver Lewis, Jr.
(Please print or type) Name

Chief Toxicologist
Title
Medical Examiner's Office
600 North Leona
San Antonio, TX 78207
Address

County Auditor
Title
Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 225-2918
Telephone

(512) 220-2330
Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante
(Please print or type) Name

County Judge
Title
Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2626
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 1 9
5. CJD PROGRAM NUMBER 79- E 0 6
6. PROPOSED APPLICANT B E X A R C O U N T Y _____
7. PROJECT TITLE M H M R M E D H L D U _____ 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 0 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 6 4, 4 0 7
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 E 0 6 5 1 9 5 _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

USE ONLY
Prog. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 1 9</u>
3. CJD Program Number:	<u>79 E 0 6</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County MHMR Center
7. Project title: Medical Holding Unit for Incipient and Chronic Alcohol Abusers
8. Proposed grant period: from Oct 1 / 1979 to Sept 30 / 1980
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: December / 1978
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The number of individuals, women and men who are arrested and incarcerated for alcohol related offenses in Bexar County poses a significant problem in housing and logistics for the County/City government. Those who are incarcerated cause overcrowding at the County jail. There is a continued need to remove the "sick" alcohol abuser from the maximum security areas and to place them in a therapeutic environment that is safe from offenses committed on their person and where direct medical supervision is provided. Alcohol abuse and the associated family welfare and community problems cost a great deal in money, time, and personnel. These problems reflect the intense community need to provide a systems approach to the family problems precipitant in the abuse of alcohol and (CONTINUED ON PARAGRAPH 10.A.1. NEXT PAGE)

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

There has been a movement in Texas to decriminalize simple public intoxication and involve the medical, health care, and social welfare systems in the process of intervention, treatment follow-up, and aftercare of persons who have been identified through their actions as being ill. The thesis being that the medical/ health care and social welfare systems working in concert with the judicial and law enforcement agencies can make an impact on a social problem that has not been previously addressed in a systems approach manner. (CONTINUED ON PARAGRAPH 10.A.2. NEXT PAGE)

PARAGRAPH 10.A.1.:

poly abuse of "soft" drugs with alcohol. Approximately 1,800 persons arrested each month (or 21,600 per year) for alcohol related offenses such as public intoxication, assault while intoxicated, and DWI. These figures rise and are reflected in other health related problems that are common with poor health care, poor nutrition, and family related criminal acts. Traditional approaches of arrest, incarceration, and release have proven ineffective in cutting recidivism among these persons. Bexar County MHMR has, since October 1, 1978, provided medical, social, and psychological assistance to these persons with a goal to reduce the recidivism and reduce the pressure placed on the Bexar County Jail to house and provide services to these personnel. A continuum of care has been established to provide rehabilitation services to prisoners through cooperative arrangements with the Texas Rehabilitation Commission, the San Antonio State Hospital, Bexar County Probation Department, Texas Department of Human Resources, and the other alcoholism service providers within the county. The Medical Holding Unit has acted as an important first step into the intervention, judicial supervision treatment, and referral of persons in need of constructive alternatives to their previous life styles.

PARAGRAPH 10.A.2.:

This movement is based on three basic points:

1. That alcoholism/alcohol abuse is more properly a socio-medical problem and not a criminal one.
2. That public inebriation is basically a victimless crime that is related to a social/medical problem.
3. That in handling cases of public inebriation; with its associated recidivism; the courts, all levels of police and correctional institutions are detracted from the control and prevention of more serious crimes. A more effective approach appears to be to maintain the present system of arrest, adjudication, and to introduce treatment as an integral part of the incarceration. The past procedures of arresting intoxicated persons detaining them a few hours, or incarcerating them for three (3) to ninety (90) days (if they cannot post bail), and then rearresting them shortly thereafter highlights the futility of forcing the criminal justice system to alone treat behavioral problems that are essentially not criminal but are rather social/medical. Public intoxication is often an indication of the individuals deeper psychological/social/interpersonal/medical problems that demand specialized attention. There are two basic problems presented:
 - a). Those persons who are incarcerated for public inebriation related problems and persons who volunteer for assistance as a preventative step to more serious medical/judicial problems.
 - b). The cooperation of the judicial system with the law enforcement, social agencies, and the associated care givers is essential to creating a community atmosphere which will cause the participants to accept and participate in their own treatment process.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - a) Statistical data concerning changes in individual drinking patterns, reduction in alcohol death rates, numbers of individuals enrolled in education and vocational program, job placements will be reviewed and analyzed. As indicators become known, changes in intervention/treatment and follow-up techniques will be modified and/or refined.
2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The monies requested in this grant application will be utilized specifically, to fund the Antabuse Treatment procedure conducted as a part of the Bexar Co. Medical Holding Unit.

Antabuse is a unique drug, in that the patient/taking it is prevented from taking another drug --- alcohol. The patient/client must understand all the implications of taking Antabuse and drinking alcohol with it. There may be medical and/or psychological contraindications to the use of antabuse, therefore it is of the utmost importance for the patient/client to be thoroughly screened and evaluated prior to the initiation of its use.

All referrals for Antabuse are made through the Antabuse Counselor at the Bexar Co. Medical Holding Unit. The Counselor discusses with the patient/client his/her motivation and assesses the patient/client's potential for Antabuse Therapy. If the counselor feels reasonably sure during the interview the (con't)

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

(CON'T)

Project Plan

1. Methodology and Organization:

patient/client will benefit from Antabuse Therapy, the Counselor will discuss with the patient/client the implications of and precautions regarding Antabuse as a chemical and as a treatment method. If the client does not appear suitable or appropriate for Antabuse the referred person will be so informed and the referral source (the court) will be notified. After this initial session the counselor will arrange for the appropriate appointments for evaluation.

1. Laboratory requisition to include VDRL, Chemistry Profile 6 CBC, FBS. Requisition is given to client and client is informed of need to be fasting for labwork.
2. Arrange appointment for Intake (if needed). Intake Unit will schedule psychiatric evaluation.
3. Schedule appointment for physical examination.
4. Do medical history.
5. Electrocardiogram by designated staff member.

Satisfactory evaluation of each step is necessary prior to initiation of antabuse.

After satisfactory completion of the aforementioned steps, the doctor will review the results and initiate Antabuse Therapy in writing. The Antabuse client must then come to the Brxar Co. Medical Holding Unit for 7 consecutive days to receive Antabuse and will be monitored for 20 minutes for possible reactions to the Antabuse. Prior to the administration of the Antabuse tablet the client's blood pressure and pulse and respiration will be monitored. If within normal limits (set by our Medical Director), Antabuse will be administered. These procedures are performed each time client comes to take Antabuse. If out of normal range two consecutive times, client will be referred and Antabuse will not be given until problem has been resolved.

After completing the first 10 days of taking Antabuse, the clients SGOT will rechecked and if voluntary will be given a take-home week's supply if he/she so desires.

The total screening time from the initial interview with the Antabuse counselor until the first administration is approximately 7 - 10 days if the client follows through with all the procedures.

(CON'T)

Project Plan

1. Methodology and Organization:

In addition to the preceding medical evaluation, there are 2 further criteria for participation in the Antabuse Program.

1. Client must be in counseling with a ATP Outpatient Counselor on a regular and consistent basis. (Length of time left up to the counselor.

2. Client agrees to take Antabuse for a minimum of a year.

During the screening process, if some test is found to be abnormal, client will be referred either to his own physician or to the Bexar County Hospital District. (Brady Clinic)

Presently there are 155 individuals in the Antabuse Program.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$60,875	\$42,067	\$102,942		102,942
B. Professional & Contract Services					
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***	2,225		2,225		2,225
H. Total	\$63,100	\$42,067	\$105,167		\$105,167

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

The total cost of the project is \$105,267. The construction cost was paid through a grant from the Economic Development Agency in cooperation with the County, Texas Department of Mental Health and Mental Retardation, the Office of the Governor and the City of San Antonio. The requested funds from Criminal Justice provides a portion of the operation but a large amount of funds also are provided by City, County, and individual payments. Funds are primarily used for the payment of salaries of persons involved in the unit with treatment and supervision of the incarcerated and voluntary clients.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

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****See 1979 Criminal Justice Plan for Texas, Appendix C.*

BEXAR COUNTY HEALTH MENTAL RETARDATION CENTER

ALCOHOL TREATMENT PROGRAM

MEDICAL HOLDING UNIT

<u>No.</u>	<u>Position</u>	<u># To be Assigned</u>	<u>% Time</u>	<u>Per Month</u>	<u>Total Salaries</u>	<u>Fringe</u>
1	Medical Director	1536	50	\$1,654	\$19,848	\$3,021
1	Psychiatrist	1542	75	2,753	33,036	5,035
1	General Physician II	1543/1544	50	1,517	18,204	2,777
1	LVN	(1179)	100	759	9,108	1,391
1	Antabuse LVN	1545	100	761	<u>9,132</u>	<u>1,395</u>
	Personnel Total				\$89,328	\$13,614
	Indirect Cost				<u>2,225</u>	
	Grand Total Project Cost				\$105,167	

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bmg/C1

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: Texas Criminal Justice Council
- B. Grant title: Medical Holding Unit for Incipient & Chronic Alcohol Abusers
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: 79E65195
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 15
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

The project was originally funded to commence June 30, 1978 but due to construction limitations actual hiring of the medical staff did not commence until July-August 1978. The staff was recruited, trained and commenced operation with the voluntary clients on August 8, 1978. The number of incarcerated clients was not increased until the staff was hired, trained and the administrative control of the clients was effected. Larger numbers of clients started in November, 1978 and the unit is now in full operation. There are no major changes contemplated but as more experience is obtained in the process of treating the incarcerated client, minor treatment changes will be evaluated and accepted if found to be advantageous to the needs of the clients being served and to the economical provision of care.

funding:

If this project is funded, for how many additional months will

CJD funding be requested? 44

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

The Alamo Area Council of Governments and the Camino Real Health Care System have reviewed and evaluated the project and it may have some impact on those persons who are incarcerated and require care while in the Bexar County area.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

The agency does comply with Subpart E of the EEO requirements and has a current and approved EEO plan.

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

The Health Science Department of the University of Texas Medical School has been contracted with to act as an addendum to those evaluating instruments present in the NIAAA, Texas Department of Mental Health and Mental Retardation, JCAH and governmental systems.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page _____ of _____

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, TX 78205	Grant Number _____	Report Required <u>QUARTERLY/FINAL</u> (Circle one)
	* Grant Title <u>Medical Holding Unit for</u>	Report Period _____
	<u>Incipient and Chronic Alcohol Abusers</u>	Date _____
		* Project Director <u>Aaron Liberman</u>

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
Statistical data concerning changes in individual drinking patterns, reduction in alcohol death rates, numbers of individuals enrolled in education and vocational program, job placements will be reviewed and analyzed. As indicators become known, changes in intervention/treatment and follow-up techniques will be modified and/or refined.														

Project Director's Initial _____
 Grant Manager's Review _____

VA-258

IMPLEMENTATION SCHEDULE

GRANT NO. _____

START DATE October 1, 1979

*TITLE Medical Holding Unit for Incip
and Chronic Alcohol ers
 REPORTING PERIOD Oct 79 TO 30

art should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and s 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION TASK	* Date To Be Completed	QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
		Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Submit application to Rexar													
Metropolitan Criminal Justice													
ncil.	12/6/79												
Meet with various reviewing													
authorities to provide input on													
nt application.	Jan. 79												
Provide Antabuse treatment													
services to 200 incarcerated													
sons per month.	Oct. 79												
Refer to aftercare treatment													
job relates services to													
se clients in 3 above.	Oct. 79												
Project Director's Initial													
Grant Manager's Review													

VA-259

IMPLEMENTATION SCHEDULE

GRANT NO. _____

Medical Holding Unit for
*TITLE Incipient and Chronic Alcohol
Abusers

REPORTING PERIOD _____

EFFECT START DATE October 1, 1979

Chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and items 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
3. Project to start.	10-01-79												
Project Director's Initial													
Grant Manager's Review													

VA-261

PNS Page 7B

These three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Pages 11 and 12 of this form.
CJO-1

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Aaron Liberman

Signature of Proposed Project Director

Signature of Financial Officer

Aaron Liberman, Ph.D.

(Please print or type) Name

Oliver Lewis, Jr.

(Please print or type) Name

Executive Director

Title

County Auditor

Title

434 S. Main, Suite 400

Address

Bexar County Courthouse
San Antonio, TX 78205

Address

225-4011

Telephone

(512) 220-2330

Telephone

February 7, 1979

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

Judge, County of Bexar

Title

Bexar County Courthouse

Address

2/7/79

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 2 0
5. CJD PROGRAM NUMBER 79- B 0 6
6. PROPOSED APPLICANT S A N A N T O N I O _____
7. PROJECT TITLE D I G V O I C E P R O T U 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 2 4, 0 0 0
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY	
P-	eq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

- | | |
|-----------------------------|-------------------------------------|
| 1. Region or Agency Number: | <u>1</u> <u>8</u> <u>1</u> <u>1</u> |
| 2. Priority Number: | <u>0</u> <u>2</u> <u>0</u> |
| 3. CJD Program Number: | 79 <u>B</u> <u>0</u> <u>6</u> |
| 4. RBE: | <u>Y</u> |
| 5. Mini-Block: | <u>Yes</u> |

6. Proposed applicant: City of San Antonio
7. Project title: Digital Voice Protection System
8. Proposed grant period: from 10 / 79 to 9 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: August / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

Barricaded suspect/Hostage situations

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The Police Department does not have the capacity to maintain secure radio communications between field command posts and headquarters or among Special Weapons And Tactical team members during emergency situations. Plain language voice communications can easily be monitored by anyone possessing an inexpensive "scanner" or other device. The inability to transmit confidential information between Field Command Posts and headquarters places a severe handicap on the Department's operations, as forcefully demonstrated in a recent hostage situation. In addition, SWAT team instructions and positions were given to the barricaded suspect by relatives via the telephone. As a result, SWAT team member positions were fired upon with a rifle on several occasions.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
To provide a secure means of radio communications between Police Headquarters, Field Command Posts and SWAT team members within 270 days of Grant award.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

The Police Department will obtain a sufficient number of digitally-coded, two-way radios to equip one SWAT team and one Field Command Post with portable hand-held units.

If this project is approved, the Police Department, through the City of San Antonio's Purchasing Department, will publish a request for proposal to provide the necessary equipment. This RFP will be submitted to CJD for approval prior to publication and distribution.

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel					
B. Professional & Contract Services					
C. Travel					
D. Equipment**	\$24,000	\$24,000	\$48,000		\$48,000
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***					
H. Total	\$24,000	\$24,000	\$48,000		\$48,000

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

EQUIPMENT:

11 Hand-held, battery-operated two-way radios with digital voice protection feature, 1-hour quick charger, ear piece, boom microphone and carrying case, etc., @ \$3,550	\$39,050
1 Base Station unit, compatible with above radios	5,800
1 Code inserter for programming above units	1,450
1 Command Post Utility Kit (battery, carrying case, antennae, etc.)	1,200
1 Base Station Antennae	500
 TOTAL EQUIPMENT	 <u>\$48,000</u>

Cost estimates provided by Motorola, Inc. Actual prices will be determined by competitive bidding procedures specified by the City Charter of the City of San Antonio and pertinent rules and regulations of CJD and LEAA.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? N/A

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

The Project Director will make an assessment prior to the tenth (10th) month of the project. The project will be deemed successful if:

1. The equipment has been obtained;
2. The equipment can be demonstrated to provide a secure communication channel; and
3. The quality of communications achieved is acceptable from all areas of the City of San Antonio.

*Only mini-block applicants are required to address this requirement.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

Digital Voice

*TITLE Protection Sys _____

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Prepare MB-PNS	1-31-79												
2. Submit MB-PNS to Bexar Metro CJC	2-1-79												
3. Submit MB-PNS to AACOG CJC													
4. Local CJ Plan submitted to CJD													
5. MB-PNS presented to CJD Advisory Board													
6. MB Award Cover Sheet received, endorsed, and returned to CJD													
7. Submit CJD Project Implementation materials													
8. Project to start	10-1-79												
9. Submit to CJD a copy of RFP	5-1-79												
10. Advertise RFP	6-1-79												
11. Evaluate RFP and select a vendor	8-1-79												
12. Receive equipment	10-1-79												
13. Complete installation	10-15-79												
14. Complete System Test.	11-1-79												
Project Director's Initial													
Grant Manager's Review													

VA-270

PNS Page 7

† In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form.
n CJD-1

19. We affirm that this proposed project fully conforms with the program description shown in Number 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Jacques W. Hardy
Signature of Proposed Project Director

Carl L. White
Signature of Financial Officer

Jacques W. Hardy
(please print or type) Name

Carl L. White
(please print or type) Name

Captain, S.A.P.D.
Title

Director of Finance
Title

P. O. Box 9346
San Antonio, TX 78204
Address

P. O. Box 9066
San Antonio, TX 78285
Address

225-7484
Telephone

225-5661
Telephone

2-13-79
Date

13 February 79
Date

Signature of Authorized Official

Thomas E. Huebner
(please print or type) Name

City Manager
Title

P.O. Box 9066
San Antonio, TX 78285
Address

225-5661
Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1 .
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 2 1
5. CJD PROGRAM NUMBER 79-C 0 3
6. PROPOSED APPLICANT B E X A R C O U N T Y _____
7. PROJECT TITLE J U V R E S O U R C O O R 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 1 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ _____, 7 1, 0 6 2
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog. Seq. No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	<u>0 2 1</u>
3. CJD Program Number:	79 <u>C 0 3</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County
7. Project title: Juvenile Resource Coordinator
8. Proposed grant period: from 12 / 79 to 11 / 80
(month) (year) (month) (year)
- (Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)
9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 11 / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The efforts to reduce crime in Bexar County have begun to show results in the total reported index crime reduction. There was an 11% decrease between 1976 and 1977 and available data for 1978 indicate favorable reductions since 1977. Despite decreases in overall index crime, there continues to be a major problem with juvenile delinquency, including a growing number of status offender referrals. Juvenile probation referrals increased by 9% to 3,880 in 1977 and again by 5% to 4,070 in 1978. C.I.N.S. referrals were up by 5% in 1978. Law enforcement data report juveniles account for 22% of total arrests, with 44% in burglaries and 39% thefts. During the first 6 months of 1978, 27% of all police clearances involved juveniles and 40% of burglaries cleared involved juveniles.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

In 1975, the Census Bureau estimated the Bexar County population at 912,734 with persons under 18 comprising 37.8% of the total. Total public school enrollment slightly exceeds 200,000 students, with 62,457 enrolled in grades 9-12 in the 1977/78 school year. The schools are faced with juvenile delinquency problems, and the Juvenile Probation Department is often the end result for the students. During 1978, 28% of juveniles referred to probation were not in school and the majority dropped out from grades 7 to 9. The prevailing characteristic of those referred throughout the years is a grade level from 7-10 and an age range from 14-16. Over 300 referrals are for runaways and school attendance problems. The Youth Services Project receives another 2,000 delinquency and C.I.N.S. referrals each year. However, there are still a number of juveniles involved in delinquent (see page 1A for continuation).

2. Criminal Justice System Problems and Needs Addressed (Cont.)

behavior that are handled informally in the schools, until the behavior becomes more serious than to warrant parental referral. Currently there is no liaison between the schools, law enforcement and the social service agencies which would identify juvenile problems, provide direction for treatment, and prevent further delinquent acts.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - a. To reduce the Juvenile Probation caseload by decreasing the number of referrals for status offenders.
 - b. To reduce the total number of juvenile arrests.
 - c. To reduce the number of arrests for runaways and other minor juvenile offenses.
(See page 2A for continuation).
2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

Five Bexar County Independent School Districts--Edgewood, Harlandale, Northeast, Northside, and San Antonio--have joined together and pledged their support to develop a Juvenile Resource Coordinator Program. The most recent TEA data show that 82% of Bexar County students in grades 9-12 are enrolled in one of these five districts.

Bexar County, the applicant, will contract with each of the five school districts, and one full-time Coordinator will be employed in each district. The Juvenile Probation Office will provide the direction and coordination for the program.

This all-encompassing program will reduce the need for a formal system, provide an additional tool for school counselors, serve as a counseling aid to families and individual youths, develop alternative programs in conjunction with the school attendance office, encourage public awareness of juvenile delinquency prevention, and serve as the liaison between the schools, the counselors, and the law enforcement officer. (See P. 2A for continuation).

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

- d. To develop a coordinated, cohesive program to identify juvenile needs and provide the necessary resources. This goal will bring school officials, counselors, probation officers, and law enforcement officers together to work in a similar direction toward a specific problem.
- e. To reduce the incidences of school vandalism. The data for evaluation will be derived from a follow-up study of the 1976 report by the Vandalism Task Force. The survey is included in Bexar County 1980 Mini-Block application.
- f. To promote greater awareness among family members and teachers concerning juvenile delinquency and prevention.
- g. Assist the juvenile probation office toward the complete deinstitutionalization of status offenders.

C. 1. Methodology and Organization: (Cont.)

The Coordinator will assist school officials in determining the appropriate service or referral for a juvenile. Preventive counseling, parental awareness of juvenile problems, drug/alcohol counseling, alternative educational programs, and coordination of county resources will be the primary responsibilities of the position.

The Vandalism Task Force, coordinated by the Alamo Area Council of Governments, and comprised of school principals, superintendents, counselors, and citizens, will provide a forum for discussion concerning the program's direct content, and effectiveness.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel					
B. Professional & Contract Services	\$68,617		\$68,617		\$68,617
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***	2,445		2,445		2,445
H. Total	\$71,062		\$71,062		\$71,062

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See page 3A for details.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

PERSONNEL AND CONTRACT SERVICES

TOTAL

NORTHSIDE

1 Coordinator @	\$12,000
Health Insurance \$25 x 12	300
Unemployment Ins. .08 x 6000	48
AD & D \$5.20 mo. x 12	<u>62</u>
	\$12,410

NORTHEAST

1 Coordinator @	\$12,000
Health Ins. \$19.96 x 12	240
Unemployment Ins.	<u>48</u>
	\$12,288

EDGEWOOD

1 Coordinator @	\$12,000
Unemployment Ins.	48
Workman's Comp.	<u>41</u>
	\$12,089

SAN ANTONIO

1 Coordinator @	\$12,000
FICA @ 6.13%	721
Health Ins. 20.09 x 12	241
Workman's Comp. .34 per \$100	<u>41</u>
	\$13,003

HARLANDALE

1 Coordinator @	\$12,000
Workman's Comp. .24 per \$100	29
Unemployment	<u>48</u>
	\$12,077

Sub-Total Personnel

\$61,867

Travel

45 miles daily @ .12 x 5 days
x 50 weeks = \$1,350 x 5 \$6,750
Sub-Total Travel

6,750

TOTAL PROFESSIONAL AND CONTRACT

\$68,617

G. INDIRECT COSTS

Negotiated lump sum as shown on CJD Indirect Computation Table.

2,445

TOTAL

\$71,062

12. Previous funding: .

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 0
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 48

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

Quarterly reports, a ninth month, and a final report, will be submitted by the Project Director. Coordination will be maintained with each school district and law enforcement personnel to collect the detailed data necessary for program evaluation. The DPS/UCR statistics received periodically by Bexar Metro through CJD will also be utilized. The project director will comply with all other reports or information required by CJD.

CONTINUATION: In subsequent years, the school districts will contribute an equal share to the local cash requirements.

In the eighth month of the project, the Project Director will make a written assessment of the extent to which project has met stated goals using as criteria, the Indicators on page 6 of this document.

*Only mini-block applicants are required to address this requirement.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Juvenile Res. Coord. Unit

PROJECT START DATE December 1, 1979

REPORTING PERIOD _____ TO _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-4-78												
2. Submit PNS to appropriate A-95 clearinghouse for review.	2-28-79												
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	1-31-79												
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	2-26-79												
5. PNS for mini-block projects presented to CJD Advisory Board.	6-8-79												
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	7-15-79												
7. Submit to CJD project implementation material required in	11-1-79												
Project Director's Initial													
Grant Manager's Review													

VA-282

IMPLEMENTATION SCHEDULE

GRANT NO. _____

Juvenile Resource

*TITLE Coordinator

PROJECT START DATE December 1, 1979

REPORTING PERIOD T

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
8. Project to start.	12-1-79												
9. Each ISD sign written contract with Bexar County	9-1-79												
10. Meetings with school officials.	9-1-79												
11. Advertise for positions.	9-1-79												
12. Arrange for office space.	9-1-79												
13. Hire coordinators.	10-1-79												
14. Briefing sessions for Coordinators.	10-15-1979												
15. Begin to coordinate all referral agencies.	10-1-1979												
16. Set up referral procedures	10-1-79												
17. Devise forms for record-keeping	10-1-79												
18. Begin school and community presentations.	11-1-79												
19. Review existing alternative education programs.	Jan.-May 1980.												
Project Director's Initial													
Grant Manager's Review													

VA-283

17 We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Herman C. Wolf

Signature of Proposed Project Director

Herman C. Wolf

(Please print or type) Name

Bexar County Juvenile Probation Dept.

Title

203 W. Nueva

Address

220-2728

Telephone

Date

Signature of Financial Officer

Oliver Lewis, Jr.

(Please print or type) Name

Bexar County Auditor

Title

Bexar County Courthouse

Address

220-2309

Telephone

Date

Signature of Authorized Official

Albert Bustamante

(Please print or type) Name

County Judge

Title

Bexar County Courthouse

Address

220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 2 2
5. CJD PROGRAM NUMBER 79- C 0 1
6. PROPOSED APPLICANT B E X A R C O U N T Y
7. PROJECT TITLE D E L P R V P R J 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$, 2 0, 6 4 7
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) N
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1</u> <u>8</u> <u>1</u> <u>1</u>
2. Priority Number:	<u>0</u> <u>2</u> <u>2</u>
3. CJD Program Number:	79 <u>0</u> <u>0</u> <u>1</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County
7. Project title: Delinquency Prevention Program
8. Proposed grant period: from 10 / 79 to 09 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 09 / 79
(month) (year)
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The problem of school vandalism is probably a continual one. However concerted efforts can be undertaken to reduce the phenomenon to manageable levels.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

A Vandalism Report was published in 1976 by AACOG. The study not only reported the extent of damage, but it also provided a means for subsequent reform and corrective measures. An update of this study is proposed. The study would collect and analyze data for the 1976-77 period as a continued effort to understand better this phenomenon. Not only would an update study provide additional data, but would give a basis for comparison between school years.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - a. To conduct a survey of 200 schools in four San Antonio school districts surveyed in 1976 and to extend the scope of the survey into the entire region. The published report of the survey would be used for comparisons and to understand the scope of the problems as it pertains to rural areas.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

In 1976, about 200 public schools in four districts were surveyed. A wealth of information was acquired. This year a more comprehensive study is proposed. An area-wide study, including the twelve counties of the AACOG, would not only increase the data base, but would allow to compare the nature of vandalism in urban and rural school districts. Ideally, representative schools from both ueban and rural milius could be selected for study. The intention would be to select three hundred schools, two hundred urban schools and one hundred rural schools. These would be identified with the assistance of school officials and teams of researchers sent to collect the data.

Researchers

The researchers would be St. Mary's University upper divisional and graduate students. It is estimated that ten teams of two persons each would be formed to do the field work. However, it is assumed that this study could be made easier than the first study because of greater cooperation among school officials. (See continuation on page 2A).

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

C. Project Plan (Con'd)

Instrument

The instrument will be the same as the first study. It may be necessary to modify it somewhat, but for the most part, similar kinds of information will be sought.

It is expected that training of research teams could commence in September, 1979 and the field work completed by the beginning of November. The analysis is projected to be completed by the end of January, 1980.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel					
B. Professional & Contract Services	\$19,812		\$19,812		\$19,812
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***	835		835		835
H. Total	\$20,647		\$20,647		\$20,647

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See page 3A for budget details.

**Consult CJD continuation funding policy.*

***A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.*

****See 1979 Criminal Justice Plan for Texas, Appendix C.*

<u>B. PROFESSIONAL AND CONTRACT SERVICES</u>	<u>CJD SUPPORT</u>
<u>I. Public Awareness Component</u>	
50-30 sheet billboard posters (printing)	\$ 1,190
50 Junior billboards	430
200 Interior bus posters (11 x 28) printing	220
10,000 Window stickers (printing) 4"x 5" clear mylar	930
200 Real Estate signs (printing) 16" x 24" masonite	760
2,000 Bumper stickers (printing) 3" x 13" vinyl	440
Production of 2 - 30 second TV PSA Spots	2,780
200,000 Gum labels 1½ x 2 ¾" printing	1,684
Art work for all of the above (est.)	600
Sub-Total Component I	<u>\$ 9,034</u>
 <u>II. Update Study Component</u>	
PERSONNEL:	\$ 7,390
1 Principal Investigator (50% time @ \$600/mo. x 5 mos.)	\$3,000
1 Assistant Investigator (50% time @ \$3.10/hr. x 20 wks.)	\$1,240
2½ Student Interviewers \$10/interview x 15 interviews/ interviewer	\$3,000
TRAVEL:	
Stipend estimated at 450 mi. /interviewer @ .12¢/mi.	\$ 1,080
SUPPLIES & DIRECT OPERATING EXPENSE:	\$ 1,575
Xeroxing, 5 mos. x \$50	250
Telephone, 5mos. x \$25	125
Postage, 5 mos. x \$40	200
Printing of Report (300 copies of 100 pages)	1,000
ADMINISTRATIVE COSTS:	\$ 733
TOTAL COMPONENT II COSTS:	\$10,778
G. INDIRECT COSTS:	\$ 835
VA-291	
TOTAL	<u>\$20,647</u>

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.
Not applicable.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? None

14. Multi-regional or regional-metropolitan impact:

If funded, this project (will/~~will not~~) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the ninth month of the project, the Project Director will make a written assessment using as criteria the goals and objectives as set out Page 6 of this application. A copy of this written assessment will be sent to the Criminal Justice Division, Bexar Metropolitan Criminal Justice Council and AACOG.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page _____ of _____

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, TX 78205	Grant Number _____ * Grant Title <u>Delinquency Prevention</u> Program _____	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Esteban Sosa</u>
--------------------------------------------------------------------------------------------------------------	--------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1. To conduct a survey of 300 schools.		250-350												
2. To publish a report on the survey.														
Project Director's Initial														
Grant Manager's Review														

VA-29L

IMPLEMENTATION SCHEDULE

GRANT NO. _____
 Delinquency Prevention Program
 *TITLE _____

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and items 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Paragraph .008 of the Rule and Guideline.													
3. Project to start.													
Project Director's Initial													
Grant Manager's Review													

VA-296

17 We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Tom Stolhandske

Signature of Proposed Project Director

Signature of Financial Officer

Tom Stolhandske

Oliver Lewis, Jr.

(Please print or type) Name
County

(Please print or type) Name

Commissioner, Precinct 2

Bexar County Auditor

Title

Title

Bexar County Courthouse

Bexar County Courthouse

Address

Address

220-2612

220-2309

Telephone

Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

County Judge

Title

Bexar County Courthouse

Address

220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 2 3
5. CJD PROGRAM NUMBER 79- C 0 3
6. PROPOSED APPLICANT B E X A R C O U N T Y
7. PROJECT TITLE A L T E R E D P R G 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 4 0, 5 6 0
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY	
Project	Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1</u> <u>8</u> <u>1</u> <u>1</u>
2. Priority Number:	<u>0</u> <u>2</u> <u>3</u>
3. CJD Program Number:	79 <u>C</u> <u>0</u> <u>3</u>
4. RBE:	<u>Y</u>
5. Mini-Block:	<u>Yes</u>

6. Proposed applicant: Bexar County
7. Project title: Alternative Education Program
8. Proposed grant period: from 10 / 79 to 9 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 09 / 79
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):
Presently, youth from Bexar County Juvenile Probation Department placed at The Bridge Emergency Shelter as an alternative to the Detention Center receive no educational program during their stay, which averages twenty-five days. All residents of The Bridge placed by Juvenile Probation are there due to a wide array of offenses such as runaway, truancy, and minor altercations with the law.
2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):
- a.) A high priority is the deinstitutionalization of status offenders into appropriate, competent community based facilities that meet the educational, emotional, and physical needs of youth primarily between ages 13 thru 17 that are in a crisis.
- b.) Many youth involved in the juvenile justice system have received very little in the areas of formal education and social development (such as survival skills, reading, writing, and arithmetic). In order to prevent high rates of recidivism, it becomes imperative to educate our youth in the basic survival skills necessary to be successful in today's society.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - 1.) To identify and document educational, social, and personal deficiencies in non-criminal and status offenders that are referred by Juvenile Probation to The Bridge.
 - 2.) To provide survival wilderness skills to non-criminal and status offenders that are deficient in social and personal development and have been referred by Juvenile Probation to the Bridge. (CONT. ON ATTACHED PAGE)
2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

This Alternative Education Program will utilize an existing agency (Youth Alternatives, Inc.) and an existing residential program (The Bridge) of that agency. In that The Bridge maintains a population of 18 to 20 non-criminal and status offenders at all times, our population is defined and consistent.

Our Alternative Education Program will provide daily: a) three structured 45-minute classes in reading, writing, and arithmetic, b) one hour of physical activity, c) one hour of survival training in areas such as camping, use of the transit system, setting up bank accounts, and utilization of community resources, and d) carefully planned survival trips weekly. This program will utilize present facilities and will be under the direction of a Lead teacher (responsible to the Exec. Dir. of Youth Alternatives); Two resource persons and other staff of The Bridge will be used to complement the program. Every attempt will be made to make "learning" a creative and fun opportunity.

As each youth is admitted to The Bridge, a pre-test and interview will be

2. Implementation Schedule: (CONT. ON ATTACHED PAGE)

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

VA-300

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

B. Goals and Indicators (CONT.)

3. To provide basic academic training in the areas of reading, writing, and arithmetic to non-criminal and status offenders that are deficient in these basic educational skills and have been referred by Juvenile Probation to The Bridge.
4. To provide basic "city survival skills" (use of the transit system, filling in job applications, setting up bank accounts, budgeting, etc.) to non-criminal and status offenders that are potentially nearing independent living and have been referred by Juvenile Probation to The Bridge.
5. To obtain follow-up information on all non-criminal and status offenders that have completed a minimum of fifteen (15) days in the Program.

C. Project Plan

1. Methodology and Organization (CONT.)

used to determine starting points for each individual and criteria for evaluation once they leave.

In that Youth Alternatives is already an existing agency, the cost of this program will be minimal due to the many resources we presently have.

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	31,680		31,680		31,680
B. Professional & Contract Services	-		-		-
C. Travel	-		-		-
D. Equipment**	-		-		-
E. Construction	-		-		-
F. Supplies & Direct Operating Expense	7,315		7,315		7,315
G. Indirect Cost***	1,565		1,565		1,565
H. Total	40,560		40,560		40,560

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

A. Personnel

1. Salaries

Position

(1) Lead Teacher

(2) Resource Persons

3

Total Cost
First Year

\$ 12,000

16,800

\$ 28,800

\$28,800

2. Fringe Benefits (28,800 x 10% = 2,880)

2,880

\$31,680

F. Supplies and Direct Operating Expense

Books, school supplies such as paper, pens, etc.

\$ 3,500

Duplicating Materials

815

Pre and Post-Test Materials

3,000

\$ 7,315

G. Indirect Cost

From table

\$ 1,565

H. TOTAL (All categories above)

\$40,560

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

ALTERNATIVE EDUCATION PROGRAM

TITLE: LEAD TEACHER

Salary Range: \$11,000 to \$13,000

REQUIREMENTS:

- a) Prefer Masters Degree with two (2) years direct service experience with adolescents
- b) Bilingual helpful
- c) Medical exam and health card
- d) Strong interest and background in camping

RESPONSIBILITIES:

- 1) Plan, organize, and direct day class program
- 2) Provide training to staff
- 3) Able to set up a pre and post-test to evaluate skill levels of educationally deprived youth
- 4) Provide individual and group teaching and counseling
- 5) Work closely with The Bridge staff to coordinate efforts

ALTERNATIVE EDUCATION PROGRAM

TITLE: TEACHER/RESOURCE PERSON

Salary Range: \$8,000 to \$9,000

REQUIREMENTS:

- a) Prefer BA Degree with one (1) year direct service experience with adolescents
- b) Bilingual helpful
- c) Medical exam and health card
- d) Strong interest and background in camping
- e) Ability to work under supervisor in a structured environment

RESPONSIBILITIES:

- 1) Help the Lead Teacher in the classroom
- 2) Organize, plan, and carry out survival trips
- 3) Provide some individual and group counseling
- 4) Work closely with The Bridge staff to coordinate efforts

12. Previous funding: (NEW)

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

this project is funded, for how many additional months will CJD funding be requested? 48

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

Four horizontal lines for providing details on affected local planning units and coordination.

15. Subpart E of the EEO requirements (is/~~is-not~~) applicable to the agency. If it is, state whether the agency (has/~~has-not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project, the Program Director will assess the extent to which the project has met stated goals and objectives using the indicators appearing on Page 6. A copy of the assessment will be forwarded to Commissioners' Court and the Criminal Justice Division of the Governor's Office.

Progress reports will be submitted as required by the Criminal Justice Division.

*Only mini-block applicants are required to address this requirement.

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE 10-79

Page 1 of 3

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, Texas 78205 (512) 10-1120	Grant Number _____ Grant Title <u>Alternative Education Prog.</u> _____	Report Required QUARTERLY/FINAL (Circle one) Report Period _____ Date _____ * Project Director <u>Richard Moreno</u>
--------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------

* Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
1) To identify and document educational, social, and personal deficiencies in 200 to 250 non-criminal or status offenders from the juvenile justice system that have been referred to The Bridge as an alternative to Detention. This will be documented by pre and post-tests and interviews.	0	200-250												
2) To provide survival wilderness skills to 100 to 150 non-criminal or status offenders from the juvenile justice system by providing a minimum of one, three-day survival trip for each youth at The Bridge in residence for more than 15 days	0	100-150												
Project Director's Initial														
Grant Manager's Review														

VA-307

INDICATORS OF GOAL ACHIEVEMENT

PROJECT START DATE October 1, 1979

Page 2 of

Grantee Name, Address, and Telephone Bexar County Bexar County Courthouse San Antonio, TX 782 5 220-2720	Grant Number _____ Grant Title <u>Alternative Education</u> _____ Program	Report Required <u>QUARTERLY/FINAL</u> (Circle one) Report Period _____ Date _____ * Project Director <u>Richard Moreno</u>
-----------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Indicator	* Current Level	* Projected Annual Range	Periodic Progress Reporting															
			Q1			Q2			Q3			Q4						
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12				
3) To provide basic academic training in the areas of reading, writing, and math to 150 to 200 non-criminal or status offenders by providing daily structured classes in each area with pre and post-tests utilized to measure progress.	0	150-200																
4) To provide basic "city survival skills" to 50 to 100 non-criminal or status offenders by offering training in the listed areas and then documenting skill level changes.	0	50-100																
5) To obtain follow-up information on 125 to 175 non-criminal and status offenders that have completed a minimum of fifteen days in the program. This inform-																		
Project Director's Initial																		
Grant Manager's Review																		

80C-VA

PROJECT START DATE _____

INDICATORS OF GOAL ACHIEVEMENT

Grantee Name, Address, or Telephone Bexar County Bexar County Courthouse San Antonio, TX 78205 220-2720	Grant Number _____ Grant Title <u>Alternative</u> Education Program	Report Required <u>QUARTERLY/FIN.</u> (Circle one) Report Period _____ Date _____ Project Director <u>Richard Moreno</u>
----------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------

Indicator	Current Level	Projected Annual Range	Periodic Progress Reporting											
			Q1			Q2			Q3			Q4		
			M1	M2	M3	M4	M5	M6	M7	M8	M9	M10	M11	M12
ation will be obtained 90 to 100 days after leaving the program and will document present educational status, new involvement with juvenile justice system, and present living situation.	0	125-175												
Project Director's Initial _____														
Grant Manager's Review _____														

60C-VA

IMPLEMENTATION SCHEDULE

GRANT NO. _____

*TITLE Alternative Education Program

PROJECT START DATE October 1, 1979

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

VA-310	APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
	TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
	1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.	12-04-79												
	2. Submit PNS to appropriate A-95 clearinghouse for review.	02-28-79												
	3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.	01-31-79												
	4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph .003 of the Rule and Guideline.	02-26-79												
	5. PNS for mini-block projects presented to CJD Advisory Board.	06-08-79												
	6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.	07-15-79												
	7. Submit to CJD project implementation material required in	09-01-79												
	Project Director's Initial													
	Grant Manager's Review													

* In these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See Instructions on Page 11 and 12 of this form.

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Richard Moreno
Signature of Proposed Project Director

Signature of Financial Officer

Richard Moreno

(Please print or type) Name
Chief Juvenile Probation Officer

Oliver Lewis, Jr.

(Please print or type) Name
Bexar County Auditor

Title

Title

203 W. Nueva

Address

Bexar County Courthouse

Address

220-2720

Telephone

220-2309

Telephone

Date

Date

Signature of Authorized Official

Albert G. Bustamante

(Please print or type) Name

Bexar County Judge

Title

Bexar County Courthouse

Address

220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) Y
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0 2 4
5. CJD PROGRAM NUMBER 79-D 0 2
6. PROPOSED APPLICANT B E X A R C O U N T Y
7. PROJECT TITLE C O N T E D F O R P R S E C 1
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 1 2 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 2 9, 7 7 5
10. CONTINUATION PROJECT (YES = Y; NO = N) N
11. IF YES, PREVIOUS GRANT NUMBER _____
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N) _____

The above information is correct to the best of my knowledge.

Walter Brooks
Signature

(Local Planner or State Agency Representative
Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.

1. Region or Agency Number: 1 8 1 1
2. Priority Number: 0 2 4
3. CJD Program Number: 79 D 0 2
4. RBE: Y 5. Mini-Block: Yes

6. Proposed applicant: BEXAR COUNTY

7. Project title: CONTINUING EDUCATION FOR PROSECUTORS

8. Proposed grant period: from 1 / 80 to 12 / 80
(month) (year) (month) (year)

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: 12 / 79
(month) (year)

10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The rapid rise of crime in all categories has weakened the ability of the individual prosecutor to keep abreast of the law and new trial techniques. Since he must remain in the courtroom almost constantly, little time is left for research and education. In addition, the new methods of scientific detection and evidence gathering require up-to-date education for the prosecutor. As an example, the rapid rise of arson cases in recent years mandates prosecutors have additional training in the specialized trial techniques of this offense. Effective prosecution of criminals requires a continuing education process addressing all crime categories, with an emphasis on index offenses. Stress must also be placed on education in prosecuting arson offense. At present, we do not have such a process of continual

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The Texas Court of Criminal Appeals issued approximately 65 opinions per month, often significantly altering established law. In addition to this, the U. S. Supreme Court and 5th Circuit add to this volume of opinions. These hundreds of new decisions yearly make it impossible for the prosecutor facing weekly criminal dockets of 40 cases or more, to adequately keep abreast of the changing law.

This ignorance can lead to mistakes in the courtroom which can be costly, not only because of the cost of the appellate process, but also when a dangerous person is set loose in the community.

10. A. 1. (CONTINUED)

10. A. 2. (CONTINUED)

The Texas Criminal Defense Lawyers Association sponsors numerous seminars and publications during the year designed to educate criminal defense lawyers. The State, representing the victim of crime, can be no less prepared.

In addition to the numerous changes in the law, the Bexar County Prosecutor must know the individual interpretations of the law, evidentiary rules, and procedures of the Judges of Bexar County's six Criminal District Court and County Courts. Knowing these individual interpretations can mean the difference between successful prosecution and failure. This knowledge can only be taught by experienced prosecutors who have practiced in these courts for years. These procedures and customs of local courts, Medical Examiners Office, District Clerks Office, and other units of the criminal justice system, require an in house continuing education system in the District Attorney's Office. Such systems have been yet set up in other Texas District Attorney's Offices (Harris, Dallas, Tarrant Counties) and the people of Bexar County are entitled to the same effective prosecution of crime.

A supplemental interoffice training program is necessary to make this prosecution successful.

Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - A. To provide continuing legal education to a minimum of 75% of the prosecuting attorneys in the Office of the Criminal District Attorney every 5-6 weeks.
 - B. To have specialized training in the prosecution of arson cases.
 - C. To provide resource material and instructors for area law enforcement.
2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

SEE GRAPH. SEE FORM.

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

Every 5-6 weeks a 1-2 hour course will be given covering recent court decision, and an indepth analysis of a specific topic of criminal law (see attached topic sheet). Courses will be taught by the chief prosecutors in the office. Classes may be broken into smaller groups if needed to facilitate discussion.

All prosecuting attorneys will be required to attend or participate in 80% of the training sessions before he will be certified by the District Attorney for merit raises or promotion.

Videotapes from the National College of District Attorneys will be used as often as available on current topics of law. The video camera will be used to tape crime scenes and also local resource agencies (laboratories, jail, etc.) to show to the classes.

The District Attorney will appoint from his staff a Director of training to supervise the instruction, and to report to him its progress. (CONT)

2. Implementation Schedule:

This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

The Director will select the faculty for the sessions from the chief prosecutors of the office. After consultation with the faculty a schedule of classes and their topics will be organized.

Individual topics will be taught by the chief prosecutors.

The Director will certify attendance and/or testing to the District Attorney on a quarterly basis.

The Director will insure that the topic of Arson is covered adequately every quarter. He will also be in charge of providing instruction to any requesting local law enforcement agency.

At the end of the project period the District Attorney will select outside attorneys and district attorneys to evaluate the impact of the training program on the office.

PROPOSED TOPICS FOR
PROSECUTION SEMINAR

1. The Hearsay Rule and its exceptions, including Business Records.
2. "Res Gestae" in Texas
3. The Punishment Phase
4. Impeachment Evidence and Cross-examination
5. Discovery
6. Protecting the record in Motions for new trial, appeals and habeas corpus
7. Extraneous Offenses (the use of)
8. The Voir Dire and Closing Arguments (prosecutorial misconduct)
9. Privileged communications and Immunity
10. Jury instructions, Lesser included offenses, the "Allen Charge"
11. Warrantless Searches and Search Warrants
12. Use of the Expert: Psychiatrist, M.E., Ballistics, fingerprint, chemist, breathalyzer operator
13. Techniques in Jury selection, opening statements and closing arguments
14. Techniques in Cross-examination
15. Identification procedures and Confessions
16. The Charging Instrument: Indictments and information
17. Making sense of our Competency and Sanity Procedures
18. Jeopardy and the Carving Doctrine
19. Speedy Trial and its ramifications
20. Handling a narcotics case including new decisions in the area.
21. Aspects of Juvenile prosecution, I.D., fingerprints, confessions, etc...
22. Arson prosecution and the Law of Obscenity and obscenity Prosecution.

BRANCH OUT TO SEMINAR FOR
AREA LAW ENFORCEMENT

1. Preserving evidence and chain of custody
2. Juvenile law concepts
3. Confessions in Texas
4. Warrantless searches
5. Search warrants
6. Homicide Cases
7. Entrapment and related Doctrines
8. Arson investigation
9. Proper investigation in rape and related sex offense cases.
10. Investigation of criminal case including techniques in witness interviews, obtaining

sed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$25,000		\$25,000		\$25,000
B. Professional & Contract Services					
C. Travel					
D. Equipment**	1,500	\$ 500	2,000		2,000
E. Construction					
F. Supplies & Direct Operating Expense	2,100		2,100		2,100
G. Indirect Cost***	1,175		1,175		1,175
H. Total	\$29,775	\$ 500	\$30,275		\$30,275

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

	CJD Support	Grantee Cash	Total
<u>A. PERSONNEL *</u>			
Director of Training (230 hours) Compensation for work done in addition to normal duties.	\$ 3,000		\$ 3,000
Instructors (74 hours research, 4 hrs. classroom p/ topic) Compensation for Instructors of 22 topics @ \$1,000	\$22,000		22,000
<u>D. EQUIPMENT</u>			
1 Video Cassette Recorder (25% local match) To show educational material from National College of District Attorneys and local crime scenes.	750	250	1,000
1 Video Tape Camera (25% local match) To record local crime scenes, etc., for instructional use.	750	250	1,000
<u>F. SUPPLIES & DIRECT OPERATING EXPENSE</u>			
Course materials	1,600		1,600
Video Cassettes, Instructional, 10 @ \$40	400		400
Video Cassettes, Bl... for local crime scenes, 5 @ \$20	100		100
	<u>\$28,600</u>	<u>\$ 500</u>	<u>\$29,100</u>

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

VA-320

***See 1979 Criminal Justice Plan for Texas, Appendix C.

Budget Narrative, Continued;

	<u>CJD Support</u>	<u>Grantee Cash</u>	<u>Total</u>
<u>G. INDIRECT COST</u> (From computation Table) To compensate County Auditor for costs of handling payroll, accounts payable, etc.	\$ 1,175		\$ 1,175
<u>H. TOTAL</u> All above categories	\$29,775	\$ 500	\$30,275

*NOTE: No fringe benefits are calculated on personnel because it will be paid out of base salaries.

First Chair Prosecutors receive salaries ranging from \$26,208 to \$27,708 annually. This would indicate an hourly pay rate of \$12.60 to \$13.32 with no time and a half bonus for overtime. It is the intent of the District Attorney that Instructors be compensated only for actual hours in project endeavor and at their usual rate of pay. All such endeavors will be in the evenings or Saturdays.

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: _____
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: _____
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: _____
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

13. Future funding:

If this project is funded, for how many additional months will

CJD funding be requested? 12

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (is/~~is not~~) applicable to the agency. If it is, state whether the agency (has/~~has not~~) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

In the eighth month of the project, a written assessment will be made of cumulative progress toward stated goals using as criteria the Indicators on page 6 of this document. The District Attorney will make the assessment.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE _____

START DATE _____

REPORTING PERIOD _____ TO _____

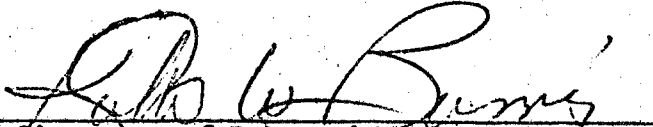
This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
Select Director	JAN 15												
Director & 1st Chairs select topics.	JAN 19												
Director makes schedule & selects teachers for year	JAN 26												
1st Class given	FEB 15												
2nd Class (Director evaluates results & certifies to DA)	MAR 22												
3 VA-325	APR 19												
4	MAY 24												
5 Class (Director evaluates chairs & certifies results to DA)	JUNE 28												
6	AUG 2												
7 " " "	SEPT 16												
8 " " "	OCT 11												
9	NOV 8												
10 " " "	DEC 6												
Project Director's Initial													
Grant Manager's Review													

PNS Page 7

in these three items with PNS. Other items will be recorded monthly and reported to CJD quarterly should this project be budgeted. See instructions on Page 11 and 12 of this form. CJD-1

19. We affirm that this proposed project fully conforms with the program description shown in Number 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.



Signature of Proposed Project Director

Signature of Financial Officer

Keith W. Burris
(please print or type) Name

Oliver Lewis, Jr.
(please print or type) Name

Assistant District Attorney

County Auditor

Title
District Attorney's Office
Bexar County Courthouse
San Antonio, TX 78205

Title
Bexar County Courthouse
San Antonio, TX 78205

Address

Address

(512) 220-2380

(512) 220-2330

Telephone

Telephone

12-13-78

Date

Date

Signature of Authorized Official

Albert G. Bustamante
(please print or type) Name

County Judge
Title

Bexar County Courthouse
San Antonio, TX 78205
Address

(512) 220-2626

Telephone Date

CJD will not consider unsigned or incomplete project notification sheets.

SUBSECTION V-B

Projects Requested But Ranked Below The R.B.E.

<u>NEW OR CONT</u>	<u>PROGRAM NUMBER</u>	<u>PROPOSED APPLICANT</u>	<u>PROJECT TITLE</u>	<u>REQUESTED AMOUNT</u>
C	D03	Bexar	Annex Criminal District Courts For Bexar County	\$210,152

CRIMINAL JUSTICE DIVISION
1980 PROJECT NOTIFICATION SHEET
CODING FORM

To be completed by local planning unit or state agency
(Instructions on back of page)

1. RBE (Y = YES; N = NO) N
2. REGION OR AGENCY NUMBER 1 8 1 1
3. PROG. SEQ. NO. (LEAVE BLANK) _____
4. PRIORITY NUMBER 0
5. CJD PROGRAM NUMBER 79- D 0 3
6. PROPOSED APPLICANT B E X A R C O U N T Y 3
7. PROJECT TITLE A N N X C R D I S T R I C T S 3
8. MONTH & YEAR APPLICATION TO BE SUBMITTED 0 9 / 7 9
9. AMOUNT REQUESTED FROM CJD \$ 2 1 0 , 1 5 2
10. CONTINUATION PROJECT (YES = Y; NO = N) Y
11. IF YES, PREVIOUS GRANT NUMBER A C 7 9 D 0 3 5 2 0 1
12. WOULD ADDITIONAL CJD FUNDING BE SOUGHT? (YES = Y; NO = N) Y
13. DOES PROJECT HAVE MULTI-REGIONAL OR REGION-METRO IMPACT? (YES = Y; NO = N)

The above information is correct to the best of my knowledge.

Walter Brooke
Signature

(Local Planner or State Agency Representa-
tive Completing This Form)

1980 CRIMINAL JUSTICE DIVISION
PROJECT NOTIFICATION SHEET

CJD USE ONLY
Prog. Seq.No. _____

This section to be completed by regional council, metropolitan planning unit, or state agency director.	
1. Region or Agency Number:	<u>1 8 1 1</u>
2. Priority Number:	_____
3. CJD Program Number:	79 <u>D 0 3</u>
4. RBE: <u>N</u>	5. Mini-Block: _____

6. Proposed applicant: Bexar County
7. Project title: Criminal District Courts for Bexar County
8. Proposed grant period: from $\frac{10}{\text{(month)}} / \frac{79}{\text{(year)}}$ to $\frac{9}{\text{(month)}} / \frac{80}{\text{(year)}}$

(Note: 1980 funds generally will be available for projects beginning between October, 1979, and September, 1980.)

9. Month and year application (or, in the case of mini-block projects, implementation documents) to be submitted: $\frac{09}{\text{(month)}} / \frac{79}{\text{(year)}}$
10. Project summary and anticipated project accomplishments for new and continuation projects: This information must be quantified and include base data. Use additional pages if needed.

A. Background and Justification

1. Crime problem addressed (please identify and discuss briefly):

The number of felony charges filed in Bexar County increased from 2,065 in 1972 to 3,290 in 1976 --- an increase of more than 50 percent without creation of any new courts. Finally, the Legislature created two new district courts to handle criminal matters, increasing the total number of courts for this purpose from four upward to six. However, a backlog of more than 3,000 cases remain.

2. Criminal Justice system problems and needs addressed (please identify and discuss briefly):

The implementation of the Speedy Trial Act, setting a _____ of 120 days from arrest or filing to trial in felony cases, has posed an emergency. The average length of time from arrest to trial in felony cases during the first six months of 1977 was 460 days.

B. Goals and Indicators

1. Goals (a quantified achievement to be accomplished within a specified time period):
 - a) To meet the requirement of the new legislation --- a maximum of 120 days from arrest or filing to trial in felony cases.
 - b) To increase by 1/3 the number of dispositions of felony cases in 1979, compared to 1978.

2. Indicators of goal achievement (quantified result(s) expected. An indicator identifies criteria against which project progress can be measured to determine whether goal is being achieved).

To address this requirement, please complete form provided on page 6 of this project notification sheet and consult instructions.

C. Project Plan

This section should describe how the proposed project would be carried out. It includes two parts--(1) a narrative identifying project methodology and organization and (2) a tabular implementation schedule.

1. Methodology and Organization:

These courts are merely an "annex" of one of Bexar County's six District Courts which handle criminal matters. The elected judge and a visiting judge sit on the docket of the same court, the visiting judge being appointed in conformance with the appropriate statutes of the State of Texas. A special staff of new personnel would serve the visiting judge.

The new courts would concentrate on disposing of cases involving persons in jail, charged with felonies, who are in a pre-trial status.

Using the resources of the computerized County/City Criminal Justice Information System, the Court Coordinators of the Criminal Courts would be responsible for determining what cases should be handled by the Annex Courts.

The consolidated criminal docket makes it possible for the courts to work together in the handling of criminal cases, avoiding a situation where one court is overloaded with criminal matters, while another is idle. T

2. Consolidated Docket and the computerized criminal justice information

(See page 2A for continuation).
 This section is a description of the various phases of project operation. Specify estimated dates of completion of each stage.

To address this requirement, please complete form provided on page 7 of this project notification sheet and consult instructions.

C.1. Methodology and Organization (Cont'd)

system are positive factors which make it possible to greatly accelerate the work of the new Annex District Courts to enhance the success of the project

11. Proposed project budget:

	CJD Support Federal and State	Cash* Contribution	Total Cash Project	In-Kind Contribution	Total Project
A. Personnel	\$173,221	\$115,478	\$288,699		\$288,699
B. Professional & Contract Services	\$ 31,798	\$ 21,198	\$ 52,996		\$ 52,996
C. Travel					
D. Equipment**					
E. Construction					
F. Supplies & Direct Operating Expense					
G. Indirect Cost***	\$ 5,133		\$ 5,133		\$ 5,133
H. Total	\$210,152	\$136,676	\$346,828		\$346,828

Budget narrative. Briefly describe major proposed expenditures such as positions to be filled and proposed salary ranges and job description for each, any professional or contract services envisioned and method of procurement, major travel planned including destination and travelers, type of equipment to be purchased, and basis for determination of major costs (use additional pages, if needed).

See Attached Page.

*Consult CJD continuation funding policy.

**A required 25% cash contribution must be provided for all equipment purchases in all program areas beginning in FY '79 with exception of teletype projects in program B6 which will require only a 15% cash contribution.

***See 1979 Criminal Justice Plan for Texas, Appendix C.

ANNEX COURTS - 1980

<u>A. PERSONNEL</u>	<u>CJD SUPPORT</u>	<u>GRANTEE CASH</u>	<u>TOTAL</u>
2 Court Reporters @ \$21,852 Per Annum	\$ 26,222	\$ 17,482	\$ 43,704
2 Court Clerks @ \$9,156	10,987	7,325	18,312
2 Assistant Court Clerks @ \$9,156	10,987	7,325	18,312
4 Court Bailiffs @ \$7,524 (2 @ 8,004 and 2 @ 7,044)	18,058	12,038	30,096
2 First Chair Prosecutors @ \$26,208	31,450	20,966	52,416
2 Second Chair Prosecutors @ \$23,088	27,706	18,470	46,176
1 Third Chair Prosecutor @ \$18,456	11,074	7,382	18,456
1 Court Coordinator @ \$17,028	10,217	6,811	17,028
	<u>\$146,701</u>	<u>\$ 97,799</u>	<u>\$244,500</u>
<u>Fringe Benefits</u>			
FICA - 6.13% x 237,508 = 14,559	\$ 8,735	\$ 5,824	\$ 14,559
Retirement 7% x 191,520 = 13,406	8,044	5,362	13,406
Insurance \$25 x 12 x 16 = 4,800	2,880	1,920	4,800
AD & D \$5.20 x 12 x 16 = 988	599	399	998
Unemployment Ins. (1% of first \$6,000) 1% x 6000 x 16 = 960	576	384	960
Fringe Subtotal	<u>\$ 20,834</u>	<u>\$ 13,889</u>	<u>\$ 34,723</u>
6% allowance for possible raises, subject to Commissioner's Court approval (first \$10,000 of Salary)			
8 x \$50 x 12 = \$4,800 (\$8,803 + 673 Fringe = \$9,476)			
6% x \$66,720 = 4,003			
Raises Plus Fringe	5,686	3,790	9,476
Subtotal Personnel	<u>\$173,221</u>	<u>\$115,478</u>	<u>\$288,699</u>
<u>B. PROFESSIONAL & CONTRACT SERVICES</u>			
2 District Judges @ \$48 per day x 250 days	\$ 14,400	\$ 9,600	\$ 24,000
Fringe 2 Judges FICA, Ret., Ins. AD & D and Unemployment	2,398	1,598	3,996
Travel & subsistence for 2 Judges @ \$50 per day x 250 days x 2 =	15,000	10,000	25,000
	<u>\$ 31,798</u>	<u>\$ 21,198</u>	<u>\$ 52,996</u>
<u>G. INDIRECT COSTS</u>			
Negotiated lump sum in accordance with CJD Policy Statement G-C06	5,133		5,133
<u>H. TOTAL</u>	<u>\$210,152</u>	<u>\$136,676</u>	<u>\$346,828</u>

12. Previous funding:

If this project continues an existing project, identify:

- A. Funding source: _____
- B. Grant title: Criminal District Courts for Bexar County
- C. Most recent CJD grant number, if previously funded by CJD or LEAA: AC-79-D03-520
(If budgeted for 1979 but grant award not yet made, check here _____).
- D. Number of months project will have been funded by CJD/LEAA as of
October 1, 1979: 21 months
- E. Concise history of project from initial funding to present. This section should address (a) staffing, (b) significant accomplishments, (c) significant problems that have prevented project from reaching goals, and (d) program changes contemplated during new funding period.

Since the first grant year, two courts, the 37th and the 166th, now hear criminal cases on a regular basis using "mini dockets" carved out of the district courts normally giving preference to criminal matters. These courts are manned by a total of five prosecutors, one coordinator, four bailiffs and four deputy district clerks. They are directly assisted by the Chief Administrator and the Criminal Assignment Clerk all under the direction of the Presiding Administrative Judge.

In the months of June, July and August, when the Judges take their vacation, the court personnel, prosecutors, reporters, coordinators, clerks, and others, have also taken their vacations resulting in an actual loss of at least two courts throughout the period and even for short periods of time. Through the use of the personnel secured from this grant, the Project Director was able to insist upon and maintain full criminal dockets in the six regular criminal district courts. Since the Project Director is also the Presiding Administrative District Judge he was able to obtain the cooperation of all concerned in this effort and actually increase the disposition rate to 448 cases per month which is well-above the projected annual range.

13. Future funding:

If this project is funded, for how many additional months will CJD funding be requested? 24

14. Multi-regional or regional-metropolitan impact:

If funded, this project (~~will~~/will not) have impact on agencies in more than one local planning area.

If it will, please identify all affected local planning units and explain how coordination has been effected.

15. Subpart E of the EEO requirements (~~is~~/is not) applicable to the agency. If it is, state whether the agency (has/has not) complied with Subpart E of the EEO requirements. (28 CFR 42.201 et seq. Subpart E)

*16. Assessment: Identify who will do the assessment, when it will be done, and what will be the basis for determining the success or failure of the project in reaching its goals and objectives.

Project assessment will be in terms of quantified goals shown on pages 2 and 6.

Periodic progress reports as required by CJD will be made, and will include data on achievement of quantified objectives (Indicators of Achievement).

The Project Director will be responsible for gathering this data and making an assessment in the ninth month of the project. This written assessment will be forwarded to the Criminal Justice Division of the Governor's Office, the Commission Court and to Bexar Metropolitan Criminal Justice Council.

*Only mini-block applicants are required to address this requirement.

IMPLEMENTATION SCHEDULE

GRANT NO. _____

* TITLE _____

PROJECT START DATE _____

REPORTING PERIOD _____

This chart should identify each step of the project from preparation of the project application to completion of grant period. Complete columns 1 and 2 with application and columns 3, 4, and 5 will be reported to CJD quarterly.

APPLICATION		QUARTER 1			QUARTER 2			QUARTER 3			QUARTER 4		
TASK	* Date To Be Completed	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised	Date Completed	Task In Prog.	Completion Date Revised
1. Submit completed project notification sheet to appropriate local planning unit for inclusion in local criminal justice plan.													
2. Submit PNS to appropriate 1-95 clearinghouse for review.													
3. Submit form no later than January 1, 1979 notifying CJD whether eligible unit of local government intends to participate in mini-block program.													
4. Local criminal justice plan submitted to CJD including PNS and information on each mini-block applicant required in Paragraph 003 of the Rule and Guideline.													
5. PNS for mini-block projects presented to CJD Advisory Board.													
6. Mini-block award cover sheet received, signed by local official authorized to sign, and returned to CJD by mid-July.													
7. Submit to CJD project implementation material required in													
Project Director's Initial													
Grant Manager's Review													

17. We affirm that this proposed project fully conforms with the program description shown in Item 3 and fully conforms with existing CJD and LEAA program descriptions and financial guidelines as to years of funding, minimum agency size, program requirements, etc.

Signature of Proposed Project Director

Peter Michael Curry

(Please print or type) Name
Judge, 116th District Court

Title

Bexar County Courthouse

Address

220-2501

Telephone

Date

Signature of Financial Officer

Oliver Lewis, Jr.

(Please print or type) Name
Bexar County Auditor

Title

Bexar County Courthouse

Address

220-2307

Telephone

Date

Signature of Authorized Official

A. J. Ploch

(Please print or type) Name

Bexar County Judge

Title

Bexar County Courthouse

Address

220-2626

Telephone

Date

CJD will not consider unsigned or incomplete project notification sheets.

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